



CITY OF BLACK DIAMOND
December 19, 2019 Regular Business Meeting Agenda
25510 Lawson St., Black Diamond, Washington

7:00 P.M. – CALL TO ORDER, FLAG SALUTE, ROLL CALL

AGENDA REVIEW AND APPROVAL:

APPOINTMENTS, ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS: None

CONSENT AGENDA:

- 1) **Claim Checks** –December 19, 2019 Check No. 48260 through 48326 and EFTs in the amount of \$357,4798.16
- 2) **Minutes** – Special Meeting of December 2, 2019 and Council Meeting of December 5, 2019
- 3) **Payroll** – November 30, 2019 Check No. 19891 through 19901 and ACHs in the amount of \$354,544.22

PUBLIC COMMENTS: Persons wishing to address the City Council regarding items of new business are encouraged to do so at this time. When recognized by the Mayor, please come to the podium and clearly state your name. Please limit your comments to 3 minutes. If you desire a formal agenda placement, please contact the City Clerk at 360-851-4564. Thank you for attending.

PUBLIC HEARINGS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

- | | |
|---|---------------|
| 4) AB19-074 – Ordinance No. 19-1135 Adopting the 2019 Budget Amendment | Ms. Miller |
| 5) AB19-075 – Resolution No. 19-1328 Increasing City Sewer Service Rates | Ms. Miller |
| 6) AB19-076 – Resolution No. 19-1329 Amending the City’s Fee Schedule | Ms. Miller |
| 7) AB19-077 – Resolution No. 19-1330 Declaring Certain City Property Surplus | Mr. Esping |
| 8) AB19-078 – Resolution No. 19-1331 Accepting the Public Works Shop Fence Project | Mr. Boettcher |
| 9) AB19-079 – Resolution No. 19-1332 Adopting the Stormwater Management Program Update | Mr. Boettcher |
| 10) AB19-080 – Resolution No. 19-1333 Authorizing Grant Agreement with TIB for 232 nd Avenue and 312 th Street Asphalt Patch Project | Mr. Boettcher |
| 11) AB19-081 – Resolution No. 19-1334 Authorizing Grant Agreement with TIB for Lawson Street Chip Seal Project | Mr. Boettcher |

DEPARTMENT REPORTS:

MAYOR’S REPORT:

COUNCIL REPORTS:

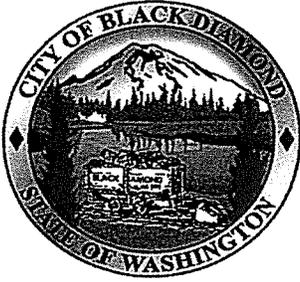
- Councilmember Oglesbee
- Councilmember Edelman
- Councilmember Stout
- Councilmember de Leon
- Councilmember Nelson
- Councilmember Paige
- Councilmember Deady

ATTORNEY REPORT:

PUBLIC COMMENTS:

EXECUTIVE SESSION:

ADJOURNMENT:



CERTIFICATION

Date: December 19th 2019 Council Meeting

Check No.'s / EFT	Batch Name	Check / EFT Date	Amount
EFT	Nov - Nov EFT Batch for 12/19/2019 Council	11/1/2019 - 11/30/2019	\$ 17,889.97
48260 - 48264	Dec - Early 2nd December Batch	12/05/19	\$ 5,088.00
48265 - 48326	Dec - 2nd December Batch for 12/19/19 Council	12/20/19	\$ 334,520.19
		TOTAL	\$ 357,498.16

I, THE UNDERSIGNED DO HEREBY CERTIFY UNDER THE PENALTY OF PERJURY, THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED AND OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF BLACK DIAMOND, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

Margene Miller
MAY MILLER, FINANCE DIRECTOR

CAROL BENSON, MAYOR

12-12-2019
DATE

DATE

COUNCILMEMBERS:

DATE

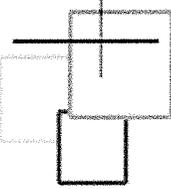
Register

Fiscal: 2019
 Deposit Period: 2019 - December, 2019 - November
 Check Period: 2019 - December - 2nd December Batch for 12/19 Council, 2019 - December - Early 2nd December Batch, 2019 - November -
 Nov EFT Batch for 12/19 Council

Check Number	Name	Print Date	Clearing Date	Amount
390562401				
<u>48260</u>	Department of Enterprise Services	12/5/2019		\$43.72
<u>48261</u>	Elaina Cote'	12/5/2019		\$71.22
<u>48262</u>	Puget Mental Care	12/5/2019		\$1,020.00
<u>48263</u>	Scott Hanis	12/5/2019		\$86.79
<u>48264</u>	Sorci Family LLC	12/5/2019		\$3,866.27
<u>48265</u>	ADT Security Services (PA)	12/20/2019		\$55.54
<u>48266</u>	Alpine Products Inc.	12/20/2019		\$1,932.63
<u>48267</u>	Amazon Capital Services, Inc.	12/20/2019		\$743.44
<u>48268</u>	Andrew & Morgan Strand	12/20/2019		\$377.43
<u>48269</u>	Black Diamond Auto Parts	12/20/2019		\$14.11
<u>48270</u>	Cadman, Inc.	12/20/2019		\$157.37
<u>48271</u>	City of Black Diamond	12/20/2019		\$1,447.75
<u>48272</u>	City of Issaquah	12/20/2019		\$970.00
<u>48273</u>	Core & Main LP	12/20/2019		\$94.05
<u>48274</u>	Enumclaw School District	12/20/2019		\$46,698.00
<u>48275</u>	Ferrell's Fire Extinguisher Company, Inc.	12/20/2019		\$600.56
<u>48276</u>	Firestone Complete Auto Care	12/20/2019		\$1,130.69
<u>48277</u>	Fugate Ford	12/20/2019		\$582.61
<u>48278</u>	Galls, LLC	12/20/2019		\$18.64
<u>48279</u>	Gunderson Law Firm	12/20/2019		\$3,400.00
<u>48280</u>	Home Depot Credit Service	12/20/2019		\$451.21
<u>48281</u>	Honey Bucket/Northwest Cascade Inc.	12/20/2019		\$812.40
<u>48282</u>	Jamey Kiblinger	12/20/2019		\$200.68
<u>48283</u>	Johnsons Home & Garden	12/20/2019		\$540.60
<u>48284</u>	Kenyon Disend, PLLC	12/20/2019		\$25,698.47
<u>48285</u>	King County Finance	12/20/2019		\$674.81
<u>48286</u>	King County Finance - Wastewater Treat Div.	12/20/2019		\$53,761.38
<u>48287</u>	King County Finance - Water & Land Resources Div.	12/20/2019		\$5,891.80
<u>48288</u>	King County Radio Comm Services	12/20/2019		\$1,609.45
<u>48289</u>	Kyocera	12/20/2019		\$1,028.46
<u>48290</u>	L.N. Curtis & Sons	12/20/2019		\$272.35
<u>48291</u>	Larsen Sign Co.	12/20/2019		\$192.33
<u>48292</u>	Law Office of Krista White Swain	12/20/2019		\$3,600.00
<u>48293</u>	Legend Data Systems, Inc.	12/20/2019		\$27.69

Number	Name	Print Date	Clearing Date	Amount
48294	Madrona Law Group	12/20/2019		\$3,157.49
48295	Maria Moscoso	12/20/2019		\$242.00
48296	Mayene Miller	12/20/2019		\$1,240.75
48297	Mountain View Fire & Rescue	12/20/2019		\$2,176.27
48298	Municipal Code Corporation	12/20/2019		\$1,784.52
48299	O'Brien, Barton, & Hopkins, PLLP	12/20/2019		\$2,750.00
48300	Office Products Nationwide	12/20/2019		\$947.35
48301	Orkin Commercial Services	12/20/2019		\$127.74
48302	Palmer Coking Coal Company	12/20/2019		\$162.79
48303	Parametrix, Inc.	12/20/2019		\$29,096.37
48304	Peninsula Financial Consulting	12/20/2019		\$2,945.90
48305	Pertee Inc.	12/20/2019		\$5,090.00
48306	Q&A Polygraph Services	12/20/2019		\$300.00
48307	Rad Power Bikes LLC	12/20/2019		\$2,137.85
48308	Republic Services #176	12/20/2019		\$836.52
48309	RH2 Engineering Inc.	12/20/2019		\$75,314.94
48310	Severson's Building Maintenance	12/20/2019		\$1,750.00
48311	Shred-It USA LLC	12/20/2019		\$66.21
48312	South Correctional Entity	12/20/2019		\$3,240.00
48313	Steven W. Crawford	12/20/2019		\$1,000.00
48314	StopStick, Ltd.	12/20/2019		\$1,050.16
48315	TRM Wood Products Co. Inc.	12/20/2019		\$129.99
48316	U.S. Postal Service (Black Diamond)	12/20/2019		\$204.00
48317	Utilities Underground Location Center	12/20/2019		\$159.96
48318	UW Valley Medical Center	12/20/2019		\$345.00
48319	Valley Communications Center	12/20/2019		\$10,463.93
48320	Varius Inc.	12/20/2019		\$28,857.40
48321	VenTek International	12/20/2019		\$90.00
48322	Vision Forms, LLC.	12/20/2019		\$35.00
48323	Voice of The Valley	12/20/2019		\$100.00
48324	Wa Association of Sheriffs & Police Chiefs	12/20/2019		\$300.00
48325	Water Management Laboratories, Inc.	12/20/2019		\$21.00
48326	Williams Scotsman, Inc.	12/20/2019		\$5,412.60
EFT Payment 11/01/2019 2:11:07 PM -1	U.S. Postal Service (Black Diamond)	11/1/2019		\$370.87
EFT Payment 11/05/2019 2:11:36 PM -1	Invoice Cloud	11/5/2019		\$128.40
EFT Payment 11/13/2019 2:11:52 PM -1	Merchant Card Services / Vantive Holding, LLC	11/13/2019		\$61.76
EFT Payment 11/20/2019 2:12:10 PM -1	US Bank Equipment Finance	11/20/2019		\$1,471.42
EFT Payment 11/20/2019 5:04:20 PM -1	First Bankcard	11/20/2019		\$8,436.12
EFT Payment 11/21/2019 2:13:36 PM -1	Washington State Department of Revenue	11/21/2019		\$7,043.18
EFT Payment 11/29/2019 2:14:51 PM -1	U.S. Postal Service (Black Diamond)	11/29/2019		\$378.22
	Total	Check		\$357,498.16
	Total	390562401		\$357,498.16
	Grand Total			\$357,498.16

Voucher Directory with Transaction Date



Vendor	Transaction Number Transaction Reference	Invoice Date	Fiscal Description Name Title	Void Amount
First Bankcard	EFT Payment 11/20/2019 5:04:20			
	PM - 1			
	Chatterson 4096 111919	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council	
	001-000-210-521-10-31-04		PD-Uniforms	\$85.79
	001-000-210-521-10-31-04		PD-Uniforms	\$58.25
	001-000-210-521-10-41-75		PD-Advertising	\$23.99
	001-000-210-521-10-48-01		Supplies	
	001-000-210-521-10-48-01		Temp Sense	
	001-000-210-521-10-48-01		Oil Change	
	001-000-210-521-10-48-01		PD-Vehicle/Eq. Mtc. & Repair	\$144.37
	001-000-210-521-10-48-01		PD-Vehicle/Eq. Mtc. & Repair	\$87.48
	Total Chatterson 4096 111919			\$399.88
	EFT Payment 11/20/2019 5:04:20			
	PM - 1			
	Clifton 3262 111919	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council	
	001-000-240-558-51-49-01		Memberships	\$135.00
			Intl Code Council	
	Total Clifton 3262 111919			\$135.00
	EFT Payment 11/20/2019 5:04:20			
	PM - 1			
	Colagiovanni 8699 111919	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council	
	001-000-210-521-10-48-01		PD-Vehicle/Eq. Mtc. & Repair	\$79.23
	001-000-210-521-11-35-00		PD - Multi City Task Force - Eq & oth Exp	\$327.00
	001-000-214-521-20-48-04		MCTF: Services Contract (Reimbursable)	
	001-000-216-521-10-31-01		NetMotion Maintenance Mobile Units	\$60.00
	001-000-216-521-10-31-01		Monthly IT Security	
	001-000-216-521-10-31-01		Police Recognition	
	001-000-216-521-10-31-01		Costs Assoc w/Police Recognition	\$437.95
	Total Colagiovanni 8699 111919			\$904.18
	EFT Payment 11/20/2019 5:04:20			
	PM - 1			
	Cote' 3963 111919	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council	
	001-000-210-521-10-31-00		Business Cards	
	001-000-210-521-10-31-00		PD-Operating Supplies	\$23.88

Vendor Transaction Number Invoice Date Fiscal Description Void Amount
 Transaction Reference Account Number Name Title

001-000-210-521-10-31-00	Evidence Tape	PD-Operating Supplies	\$50.27
001-000-210-521-10-31-00	Labels	PD-Operating Supplies	\$9.12
001-000-210-521-10-31-00	Business Cards	PD-Operating Supplies	\$24.97
001-000-210-521-10-31-00	Business Cards	PD-Operating Supplies	\$158.59
001-000-210-521-10-31-00	"Received" Stamp	PD-Operating Supplies	\$50.65
001-000-214-521-20-42-03	Evidence Postage	Police Postage	\$15.70
001-000-214-521-20-42-03	Certified Mail	Police Postage	\$6.85

Total Cote' 3963 111919
EFT Payment 11/20/2019 5:04:20
PM - 1

Dal Santo 9871 111919
 11/18/2019 2019 - November - Nov EFT Batch for 12/19 Council
 401-000-000-534-80-41-10 Professional Services
 Annual LogMeIn Subscription

Total Dal Santo 9871 111919
EFT Payment 11/20/2019 5:04:20
PM - 1

Esping 9037 111919
 11/18/2019 2019 - November - Nov EFT Batch for 12/19 Council

001-000-180-518-50-31-00	Office Supplies City Hall	Office Supplies City Hall	\$43.43
001-000-181-518-30-31-00	Office & Operating Supplies	Office & Operating Supplies	\$64.62
001-000-191-525-60-31-00	Emergency Management Supplies	Emergency Management Supplies	\$38.50
001-000-210-521-10-48-01	PD-Vehicle/Eq. Mtc. & Repair	PD-Vehicle/Eq. Mtc. & Repair	\$51.48
001-000-212-521-50-48-02	Police Bldg Repairs & Maintenance	Police Bldg Repairs & Maintenance	\$206.34
001-000-240-558-51-31-00	CD-Office Supplies only	CD-Office Supplies only	\$56.98
101-000-000-542-30-31-04	Uniforms & Safety Supplies	Uniforms & Safety Supplies	\$43.42
101-000-000-542-30-31-04	Uniforms & Safety Supplies	Uniforms & Safety Supplies	\$70.79
101-000-000-544-90-31-00	PW Clearing Acct-Supplies	PW Clearing Acct-Supplies	\$48.06
310-000-002-594-18-62-03	Gen Govt Campus Improvements	Gen Govt Campus Improvements	(\$22.44)

Total Esping 9037 111919
EFT Payment 11/20/2019 5:04:20
PM - 1

Hanis 7970 111919
 11/18/2019 2019 - November - Nov EFT Batch for 12/19 Council

101-000-000-544-90-43-00	Dinner: IACC Conference	PW-Clearing- Shared Meals, Miles & Lodging	\$8.11
101-000-000-544-90-43-00	Lunch: IACC Conference	PW-Clearing- Shared Meals, Miles & Lodging	\$8.01

Vendor

Transaction Number Transaction Reference	Invoice Date	Fiscal Description Name Title	Void Amount
101-000-000-544-90-43-00		PW-Clearing- Shared Meals, Miles & Lodging	\$13.69
		Lunch: IACC Conference	
101-000-000-544-90-43-00		PW-Clearing- Shared Meals, Miles & Lodging	\$17.33
		Dinner: IACC Conference	
101-000-000-544-90-43-00		PW-Clearing- Shared Meals, Miles & Lodging	\$10.28
		Lunch: IACC Conference	
101-000-000-544-90-43-00		PW-Clearing- Shared Meals, Miles & Lodging	\$207.60
		Lodging: IACC Conference	
101-000-000-544-90-43-00		PW-Clearing- Shared Meals, Miles & Lodging	\$41.05
		Fuel: IACC Conference	
410-000-000-531-10-43-00		Lodging, Meals & Mileage	\$10.05
410-000-000-531-10-43-00		Lodging, Meals & Mileage	\$14.71
		Parking: Meeting in Seattle	
Total Hanis 7970 111919			\$330.83
EFT Payment 11/20/2019 5:04:20			
PM - 1			
Henrich 2417 111919	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council	
		Taser Supplies	
001-000-210-521-10-35-00		PD-Firearms Program	\$358.98
		Taser Supplies (Returnr)	
001-000-210-521-10-35-00		PD-Firearms Program	(\$40.13)
Total Henrich 2417 111919			\$318.85
EFT Payment 11/20/2019 5:04:20			
PM - 1			
Higgins 9186 111919	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council	
		CD-Office Supplies only	
001-000-240-558-51-31-00		Printing	\$179.19
Total Higgins 9186 111919			\$179.19
EFT Payment 11/20/2019 5:04:20			
PM - 1			
Keller 1441 111919	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council	
		PD-Uniforms	
001-000-210-521-10-31-04			\$74.80
Total Keller 1441 111919			\$74.80
EFT Payment 11/20/2019 5:04:20			
PM - 1			
Kiblinger 7383 111919	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council	
		PD-Lodging, Meals & Mileage	
001-000-210-521-10-43-00		Lodging: Cote' Evidence Training	\$416.17
		Lodging, Meals & Mileage	
001-000-216-521-10-43-00		Lodging: Sloss Records Management Training	\$427.60
Total Kiblinger 7383 111919			\$843.77

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
	Account Number	Name	Title		

EFT Payment PM - 1	11/20/2019 5:04:20	2019 - November - Nov EFT Batch for 12/19 Council			
Kincaid 6179 111919	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council			
001-000-240-558-60-49-01	RPNW Off Street Parking	Training			\$12.00
001-000-240-558-60-49-01	Tacoma Off Street Parking	Training			\$1.50
001-000-240-558-60-49-01	Tacoma Off Street Parking	Training			\$1.50
001-000-240-558-60-49-01	Tacoma Off Street Parking	Training			\$1.50
001-000-240-558-60-49-01	Tacoma Off Street Parking	Training			\$16.50
Total Kincaid 6179 111919					
EFT Payment PM - 1	11/20/2019 5:04:20	2019 - November - Nov EFT Batch for 12/19 Council			
Lynch 4138 111919	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council			
001-000-210-521-10-31-00	PD-Operating Supplies				\$23.62
Total Lynch 4138 111919					\$23.62
EFT Payment PM - 1	11/20/2019 5:04:20	2019 - November - Nov EFT Batch for 12/19 Council			
Martinez 4361 111919	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council			
001-000-110-511-60-49-00	SCA Networking Dinner: P. Nelson	Training and Workshops			\$50.00
001-000-110-511-60-49-00	SCA Networking Dinner: M. Oglesbee	Training and Workshops			\$50.00
001-000-130-513-10-49-01	SCA Networking Dinner: C. Benson	Training & Workshop & Dues			\$45.00
001-000-137-514-21-43-00	Lunch: AWC Member Expo	Lodging, Meals & Mileage			\$4.53
001-000-137-514-21-43-00	Fuel: AWC Member Expo	Lodging, Meals & Mileage			\$27.01
001-000-137-514-21-43-00	Breakfast: AWC Member Expo	Lodging, Meals & Mileage			\$3.52
001-000-180-518-50-31-03	Water	Wellness Supplies			\$2.72
Total Martinez 4361 111919					\$182.78
EFT Payment PM - 1	11/20/2019 5:04:20	2019 - November - Nov EFT Batch for 12/19 Council			
Mecalf 4013 111919	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council			
001-000-120-512-50-31-00	Office Supplies: CD's	Operating Supplies			\$14.11
001-000-120-512-50-42-00	Conference Calls	Telephone/DSL			\$9.63

Vendor

Transaction Number Transaction Reference	Invoice Date Account Number	Fiscal Description Name Title	Void Amount
	001-000-120-512-50-42-03	Postage	\$16.60
	001-000-120-512-50-49-02	Printing and Binding	\$43.96
		Copier Supplies: Toner	\$84.30
Total Mecalf 4013 111919			
EFT Payment 11/20/2019 5:04:20			
PM - 1	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council	
	401-000-000-534-80-42-01	Postage	\$20.55
		Water	\$20.55
Total Peters 9496 111919			
EFT Payment 11/20/2019 5:04:20			
PM - 1	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council	
	001-000-246-558-70-32-00	Fuel	\$97.83
Total Pittam 4402 111919			
EFT Payment 11/20/2019 5:04:20			
PM - 1	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council	
	001-000-246-558-70-49-00	Miscellaneous	\$37.79
		Working Lunch	\$43.38
	001-000-246-558-70-49-00	Miscellaneous	\$295.00
		Office Supplies	\$103.64
	001-000-246-558-70-49-01	Training & Workshops	\$479.81
		Training Excel: Redd	
	001-000-246-558-70-49-01	Training & Workshops	
		Training: Bain	
Total Redd 5176 111919			
EFT Payment 11/20/2019 5:04:20			
PM - 1	11/18/2019	2019 - November - Nov EFT Batch for 12/19 Council	
	310-000-002-594-18-62-03	Gen Govt Campus Improvements	\$65.00
	310-000-002-594-18-62-03	Gen Govt Campus Improvements	\$22.70
		Council Chamber Remodel	
	310-000-002-594-18-62-03	Gen Govt Campus Improvements	\$769.99
	310-000-002-594-18-62-03	Gen Govt Campus Improvements	\$113.65
	310-000-002-594-18-62-03	Gen Govt Campus Improvements	(\$113.65)
		(Return)	
Total Reed 3197 111919			\$857.69

Vendor

Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void
Account Number	Account Number	Name	Title	Amount

EFT Payment 11/20/2019 5:04:20				
PM - 1				
Riepl 7041 111919				
11/18/2019				
001-000-210-521-10-31-00		2019 - November - Nov EFT Batch for 12/19 Council	PD-Operating Supplies	\$25.05
001-000-210-521-10-31-04			PD-Uniforms	\$16.49
001-000-210-521-10-31-04			PD-Uniforms	(\$16.49)
001-000-210-521-10-35-00			PD-Firearms Program	\$108.19
001-000-210-521-10-35-00			PD-Firearms Program	\$42.05
001-000-210-521-10-35-00			PD-Firearms Program	\$14.28
001-000-210-521-10-49-01			PD-Training	\$575.00
			MCTF Training(Reimbursable)	
310-000-002-594-18-62-03			Gen Govt Campus Improvements	\$48.78
			HDMI	\$813.35
Total Riepl 7041 111919				
EFT Payment 11/20/2019 5:04:20				
PM - 1				
Sharif 3221 111919				
11/18/2019				
001-000-210-521-10-48-01		2019 - November - Nov EFT Batch for 12/19 Council	PD-Vehicle/Eq. Mtc. & Repair	\$594.59
				\$594.59
Total Sharif 3221 111919				
EFT Payment 11/20/2019 5:04:20				
PM - 1				
Stavano 7166 111919				
11/18/2019				
310-000-004-595-62-63-07		2019 - November - Nov EFT Batch for 12/19 Council	E Ginder Cr. Cottonwood tree rem.	\$501.60
			Sitraw	
310-000-004-595-62-63-07			E Ginder Cr. Cottonwood tree rem.	\$193.70
			Roller Rental	\$695.30
Total Stavano 7166 111919				
EFT Payment 11/20/2019 5:04:20				
PM - 1				
Williamson 7508 111919				
11/18/2019				
001-000-246-558-70-49-00		2019 - November - Nov EFT Batch for 12/19 Council	Miscellaneous	\$62.00
			Working Lunch	\$8,436.12
Total Williamson 7508 111919				
Total EFT Payment 11/20/2019 5:04:20 PM - 1				
Total First Bankcard				
\$8,436.12				

Vendor

Transaction Number	Transaction Reference	Invoice Date	Fiscal Description Name	Title	Void Amount
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EFT Payment 11/01/2019 2:11:07 PM - 1
 357473531
 10/31/2019
 2019 - November - Nov EFT Batch for 12/19 Council

Oct 2019 UB Bulk Postage
 401-000-000-534-80-42-01 Postage \$170.60
 407-000-000-535-80-42-01 Postage \$170.60
 410-000-000-531-10-42-01 Postage \$29.67
 Total 357473531 \$370.87
 Total EFT Payment 11/01/2019 2:11:07 PM - 1 \$749.09

Total U.S. Postal Service (Black Diamond)
 US Bank Equipment Finance
 EFT Payment 11/20/2019 2:12:10 PM - 1
 396556581
 10/4/2019
 2019 - November - Nov EFT Batch for 12/19 Council

10/20 - 11/20 Copier Rental
 001-000-210-521-10-45-00 PD-Payments - US Bank/Copier \$193.03
 Pool 2 - PD
 001-000-248-518-20-45-03 MDRT-Copier Costs \$193.03
 Pool 2 - MDRT
 001-000-254-518-20-45-04 City Hall/Comm Deve Copier Lease \$0.69
 Sales & Use Tax
 001-000-254-518-20-45-04 City Hall/Comm Deve Copier Lease \$8.00
 Supply Freight
 001-000-254-518-20-45-04 City Hall/Comm Deve Copier Lease \$960.82
 Pool 1 - CH
 001-000-254-518-20-45-04 City Hall/Comm Deve Copier Lease \$115.85
 Sales & Use Tax
 Total 396556581 \$1,471.42
 Total EFT Payment 11/20/2019 2:12:10 PM - 1 \$1,471.42
 Total US Bank Equipment Finance \$1,471.42

Washington State Department of Revenue
 EFT Payment 11/21/2019 2:13:36 PM - 1
 111919 DOR
 11/19/2019
 2019 - November - Nov EFT Batch for 12/19 Council

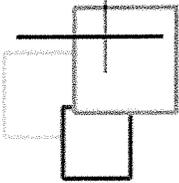
Oct 2019 Exise Tax
 001-000-280-536-20-49-05 Cemetery Sales Excise Tax \$0.00
 B&O Tax: Cemetery
 401-000-000-534-80-44-01 State of WA Utility Excise Tax \$3,744.75
 Utility Tax: Water
 401-000-000-534-80-44-01 State of WA Utility Excise Tax \$171.99
 B&O Tax: Water

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
	Account Number			Name Title	

	407-000-000-535-80-44-01			State of WA Excise Tax	(\$2,070.89)
		Utility Tax: Sewer(KC Credit)			
	407-000-000-535-80-44-01			State of WA Excise Tax	\$3,109.45
		Utility Tax: Sewer			
	407-000-000-535-80-44-01			State of WA Excise Tax	\$0.00
		B&O Tax: Sewer			
	410-000-000-531-10-44-01			State of Wa Excise Tax	\$2,087.88
		B&O Tax: Storm			

Total 111919 DOR
 Total EFT Payment 11/21/2019 2:13:36 PM - 1
 Total Washington State Department of Revenue
Vendor Count 6
Grand Total \$17,889.97

Voucher Directory with Transaction Date



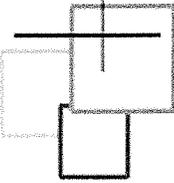
Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description Name	Title	Void Amount
Department of Enterprise Services						
	48260	15118723	8/19/2019	2019 - December - Early 2nd December Batch		
		PW File Cabinet				
		101-000-000-544-90-31-00			PW Clearing Acct-Supplies	\$43.72
		Total 15118723				\$43.72
	Total 48260					\$43.72
Total Department of Enterprise Services						
Elaina Cote'						
	48261	111819 EC	11/18/2019	2019 - December - Early 2nd December Batch		
		Employee Reimbursement				
		001-000-210-521-10-43-00			PD-Lodging, Meals & Mileage	\$71.22
					Black Diamond to Everett & Back	\$71.22
		Total 111819 EC				\$71.22
	Total 48261					\$71.22
Total Elaina Cote'						
Puget Mental Care						
	48262	82319 PMH	8/23/2019	2019 - December - Early 2nd December Batch		
		Misc Police Expense				
		001-000-210-521-10-49-00			PD-Miscellaneous	\$800.00
		Total 82319 PMH				\$800.00
	48262	91319 PMH	9/13/2019	2019 - December - Early 2nd December Batch		
		Misc Police Expense				
		001-000-210-521-10-49-00			PD-Miscellaneous	\$220.00
		Total 91319 PMH				\$220.00
	Total 48262					\$1,020.00
Total Puget Mental Care						

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
		Account Number	Title		

Scott Hanis	48263	112119 SH	11/21/2019	2019 - December - Early 2nd December Batch	
		Flex Reimbursement			
		633-000-000-589-90-00-04		Due for Flex 125 Med. Plan Reimb.	\$86.79
Total Scott Hanis	Total 48263	Total 112119 SH			\$86.79
Sorci Family LLC	48264	113119 SFLLC	12/4/2019	2019 - December - Early 2nd December Batch	
		December 2019 Rent			
		001-000-248-518-20-45-02		MDRT Property Rental Cost	\$668.80
		001-000-254-518-20-45-02		Facilities-Prop Rental	\$1,002.13
		001-000-254-518-20-45-05		Facilities City Hall Bldg Rental	\$2,195.34
Total Sorci Family LLC	Total 48264	Total 113119 SFLLC			\$3,866.27
					\$3,866.27
				Grand Total	\$5,088.00

Vendor Count 5

Voucher Directory with Transaction Date



Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description Name	Title	Void Amount
ADT Security Services (PA)	48265	74139711	11/25/2019	2019 - December - 2nd December Batch for 12/19 Council		
		11/12 - 12/11 Services				
		001-000-248-518-20-49-02		MDRT Bldg Security Costs		\$22.22
		001-000-254-518-20-49-00		Facilities Security		\$33.32
		Total 74139711				\$55.54
Total ADT Security Services (PA)						\$55.54
Alpine Products Inc.	48266	TM-191280	11/22/2019	2019 - December - 2nd December Batch for 12/19 Council	Street Signs	\$1,932.63
		101-000-000-542-64-31-01				\$1,932.63
		Total TM-191280				\$1,932.63
Total Alpine Products Inc.						\$1,932.63
Amazon Capital Services, Inc.	48267	14C1-VGYP-YRW9	10/19/2019	2019 - December - 2nd December Batch for 12/19 Council		
		PW: EOS				
		001-000-191-525-60-31-00		Emergency Management Supplies		\$85.78
		Total 14C1-VGYP-YRW9				\$85.78
	48267	1FK7-W6RM-6RFR	11/21/2019	2019 - December - 2nd December Batch for 12/19 Council		
		IT				
		310-000-011-594-18-64-00		General Government Technology		\$335.39
		Total 1FK7-W6RM-6RFR				\$335.39

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
	Account Number	Name	Title		

48267	1HPY-3H97-N6V3	10/26/2019	2019 - December - 2nd December Batch for 12/19 Council		
	CD & PW Office				
	001-000-180-518-50-31-02		Office Supplies CD/ PW Bldg Clearing		\$195.03
	white board for conference room				\$195.03
	Total 1HPY-3H97-N6V3				
48267	1YMC-4WWL-RT4Q	11/20/2019	2019 - December - 2nd December Batch for 12/19 Council		
	CD Office				
	001-000-180-518-50-31-02		Office Supplies CD/ PW Bldg Clearing		\$127.24
	Total 1YMC-4WWL-RT4Q				\$127.24
	Total 48267				\$743.44
	Total Amazon Capital Services, Inc.				\$743.44
	Andrew & Morgan Strand				
48268	120119 AMS	12/1/2019	2019 - December - 2nd December Batch for 12/19 Council		
	Water Refund: Acct #3671.0				
	401-000-000-343-40-00-01		Water Charges		\$377.43
	New Owner Effective 12/01/2019				\$377.43
	Total 120119 AMS				\$377.43
	Total 48268				\$377.43
	Total Andrew & Morgan Strand				\$377.43
	Black Diamond Auto Parts				
48269	442454	11/6/2019	2019 - December - 2nd December Batch for 12/19 Council		
	101-000-000-544-90-48-02		PW Clearing- Shared Veh/Equip Maint		\$14.11
	Total 442454				\$14.11
	Total 48269				\$14.11
	Total Black Diamond Auto Parts				\$14.11
	Cadman, Inc.				
48270	5653498	11/25/2019	2019 - December - 2nd December Batch for 12/19 Council		
	101-000-000-542-30-48-00		Street Repair and Maintenance		\$157.37

Vendor: Transaction Number, Invoice Date, Fiscal Description, Void Amount, Transaction Reference, Account Number, Name, Title, Amount

Vendor	Transaction Number	Invoice Date	Fiscal Description	Void Amount
	Transaction Reference	Account Number	Name	Title
	Total 5653498			
Total 48270				
Total Cadman, Inc.				
City of Black Diamond				
48271	112619 COBD	11/26/2019	2019 - December - 2nd December Batch for 12/19 Council	
	Nov 2019 City Utility Bills			
	001-000-212-521-50-47-01		Water	\$49.11
	2470.0 Police Water			
	001-000-212-521-50-47-02		Sewer	\$67.11
	2470.0 Police Sewer			
	001-000-212-521-50-47-03		Stormwater	\$95.00
	2470.0 Police Storm			
	001-000-248-518-20-47-01		MDRT BD Wtr, Swr, Storm	\$56.08
	2498.0 City Hall-MDRT (40%)		Facilities-Utilities	\$84.12
	001-000-254-518-20-47-00		Museum Water/Sewer/Storm	\$105.44
	2498.0 City Hall (60%)		Museum Water/Sewer/Storm	\$38.00
	001-000-270-575-30-47-01		Museum Water/Sewer/Storm	\$38.00
	2070.0 Museum-Water/Sewer			
	001-000-270-575-30-47-01		Museum Water/Sewer/Storm	\$38.00
	1399.5 Museum-Storm			
	001-000-270-575-51-47-01		Gym-Stormwater	\$67.11
	1399.1 Gym-Stormwater			
	001-000-270-575-51-47-02		Gym-Sewer	\$49.97
	1399.0 Gym-Sewer			
	001-000-270-575-51-47-03		Gym-Water	\$35.63
	1399.0 Gym-Water			
	001-000-270-576-80-47-01		Water	\$35.63
	2306.0 Coal Car-Water			
	001-000-270-576-80-47-01		Water	\$3.09
	1582.0 Eagle Creek-Water			
	001-000-270-576-80-47-01		Water	\$5.36
	1045.0 PW Shops-Water			
	001-000-270-576-80-47-02		Sewer	
	1045.0 PW Shops-Sewer			

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description Name	Title	Void Amount
	001-000-270-576-80-47-03			1399.2 Boat Launch-Storm	Stormwater	\$114.00
	001-000-270-576-80-47-03			1045.0 PW Shops-Storm	Stormwater	\$13.68
	001-000-280-536-20-47-01			1457.0 Cemetary-Water	Water	\$35.63
	001-000-280-536-20-47-01			1045.0 PW Shops-Water	Water	\$0.78
	001-000-280-536-20-47-02			1045.0 PW Shops-Sewer	Sewer	\$1.34
	001-000-280-536-20-47-03			1045.0 PW Shops-Storm	Stormwater	\$3.42
	001-000-530-522-10-47-01			2200.0 Fire Dept-Water	Water	\$35.71
	001-000-530-522-10-47-02			2200.0 Fire Dept-Sewer	Sewer	\$67.11
	001-000-530-522-10-47-03			1399.4 Fire Dept.-Storm	Stormwater	\$47.50
	101-000-000-543-50-47-01			1045.0 PW Shops-Water	Water	\$5.83
	101-000-000-543-50-47-01			2983.0 Railroad Ave Irrig.	Water	\$35.63
	101-000-000-543-50-47-02			1045.0 PW Shops-Sewer	Sewer	\$10.07
	101-000-000-543-50-47-03			1045.0 PW Shops-Storm	Stormwater	\$25.65
	401-000-000-534-80-47-01			1045.0 PW Shops-Water	Water	\$9.72
	401-000-000-534-80-47-02			1045.0 PW Shops-Sewer	Sewer	\$16.78
	401-000-000-534-80-47-03			1045.0 PW Shops-Storm	Stormwater	\$42.75
	407-000-000-535-80-47-01			1045.0 PW Shops-Water	Water	\$9.72
	407-000-000-535-80-47-02			1045.0 PW Shops-Sewer	Sewer	\$16.78
	407-000-000-535-80-47-03			1045.0 PW Shops-Storm	Stormwater	\$42.75
	407-000-000-535-80-47-03			1399.3 Sewer Lagoon-Storm	Stormwater	\$114.00
	410-000-000-531-10-47-01			1045.0 PW Shops-Water	Water	\$9.72

Vendor Transaction Number Invoice Date Fiscal Description Void Amount

Transaction Reference Account Number Title

410-000-000-531-10-47-02 Sewer \$16.78
 1045.0 PW Shops-Sewer
 410-000-000-531-10-47-03 Stormwater \$42.75
 1045.0 PW Shops-Storm

Total 112619 COBD \$1,447.75
 Total 48271 \$1,447.75
 Total City of Black Diamond \$1,447.75
 City of Issaquah

48272 19001006 12/2/2019 2019 - December - 2nd December Batch for 12/19 Council \$970.00
 Oct 2019 Jail Housing Jail Costs
 001-000-211-523-60-49-00 10 days

Total 19001006 \$970.00
 Total 48272 \$970.00
 Total City of Issaquah \$970.00
 Core & Main LP \$970.00

48273 L532278 11/14/2019 2019 - December - 2nd December Batch for 12/19 Council \$94.05
 401-000-000-534-80-31-01 Water Operating Supplies \$94.05
 Total L532278 \$94.05
 Total 48273 \$94.05
 Total Core & Main LP \$94.05
 Enumclaw School District \$94.05

48274 113019 ESD 11/30/2019 2019 - December - 2nd December Batch for 12/19 Council \$46,698.00
 November 2019 Collection School Mitigation Fee disbursement
 637-000-000-589-30-00-00 6 fees
 Total 113019 ESD \$46,698.00
 Total 48274 \$46,698.00
 Total Enumclaw School District \$46,698.00

Vendor: Transaction Number Invoice Date Fiscal Description Void Amount
 Transaction Reference Account Number Name Title

Vendor	Transaction Number	Invoice Date	Fiscal Description	Void Amount
	Transaction Reference	Account Number	Name Title	
Galls, LLC				
48278	014164212	11/5/2019	2019 - December - 2nd December Batch for 12/19 Council	
		001-000-210-521-10-31-04	PD-Uniforms	\$18.64
	Total 014164212			\$18.64
Total Galls, LLC	Total 48278			\$18.64
Gunderson Law Firm				
48279	1078 GLF	12/1/2019	2019 - December - 2nd December Batch for 12/19 Council	
		Nov 2019 Services	Court Legal-Pros Attorney	\$3,400.00
		001-000-151-515-41-41-04		\$3,400.00
	Total 1078 GLF			\$3,400.00
Total Gunderson Law Firm	Total 48279			\$3,400.00
Home Depot Credit Service				
48280	1515393	12/8/2019	2019 - December - 2nd December Batch for 12/19 Council	
		CD Campus Improvements	Gen Govt Campus Improvements	\$29.54
		310-000-002-594-18-62-03		\$29.54
	Total 1515393			
48280	2515344	12/7/2019	2019 - December - 2nd December Batch for 12/19 Council	
		CD Campus Improvements	Gen Govt Campus Improvements	\$26.00
		310-000-002-594-18-62-03		\$26.00
	Total 2515344			
48280	2515345	12/7/2019	2019 - December - 2nd December Batch for 12/19 Council	
		PD Bldg Maint	Police Bldg Mtc Sup	\$85.89
		001-000-212-521-50-31-00		\$85.89
	Total 2515345			
48280	3515152	12/6/2019	2019 - December - 2nd December Batch for 12/19 Council	
		PD Bldg Maint	Police Bldg Mtc Sup	\$95.90
		001-000-212-521-50-31-00		\$95.90
	Total 3515152			

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
	Account Number	Name	Title		

48280	6015533		12/3/2019	2019 - December - 2nd December Batch for 12/19 Council	
	Bldg Official				
	310-000-002-594-18-62-03	Gen Govt Campus Improvements			\$57.10
	Desk Extension				
	Total 6015533				\$57.10
48280	6015541		12/3/2019	2019 - December - 2nd December Batch for 12/19 Council	
	Bldg Official				
	310-000-002-594-18-62-03	Gen Govt Campus Improvements			\$27.55
	Desk Extension				
	Total 6015541				\$27.55
48280	9010062		12/10/2019	2019 - December - 2nd December Batch for 12/19 Council	
	001-000-270-575-51-31-00	Gym Operating Supplies			\$129.23
	Total 9010062				\$129.23
	Total 48280				\$451.21
	Total Home Depot Credit Service				\$451.21
	Honey Bucket/Northwest Cascade Inc.				
48281	0551256019		9/26/2019	2019 - December - 2nd December Batch for 12/19 Council	
	Oct 2019 Services				
	001-000-270-576-80-31-00	Portable Restroom Facility			\$178.80
	Parks-Boat Launch Rental: 145291				
	Total 0551256019				\$178.80
48281	0551257313		9/27/2019	2019 - December - 2nd December Batch for 12/19 Council	
	Oct 2019 Services				
	001-000-270-576-80-31-00	Portable Restroom Facility			\$92.00
	Lake Sawyer Regional Park: 71400002				
	Total 0551257313				\$92.00
48281	0551292685		10/24/2019	2019 - December - 2nd December Batch for 12/19 Council	
	Nov 2019 Services				
	001-000-270-576-80-31-00	Portable Restroom Facility			\$178.80
	Parks-Boat Launch Rental: 145291				
	Total 0551292685				\$178.80

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
		Account Number	Name	Title	

48281	0551294370		10/25/2019	2019 - December - 2nd December Batch for 12/19 Council	
		Nov 2019 Services			
		001-000-270-576-80-31-00		Portable Restroom Facility	\$92.00
				Lake Sawyer Regional Park: 71400002	
		Total 0551294370			\$92.00
48281	0551328098		11/21/2019	2019 - December - 2nd December Batch for 12/19 Council	
		Dec 2019 Services			
		001-000-270-576-80-31-00		Portable Restroom Facility	\$178.80
				Parks-Boat Launch Rental: 145291	
		Total 0551328098			\$178.80
48281	0551329686		11/22/2019	2019 - December - 2nd December Batch for 12/19 Council	
		Dec 2019 Services			
		001-000-270-576-80-31-00		Portable Restroom Facility	\$92.00
				Lake Sawyer Regional Park: 71400002	
		Total 0551329686			\$92.00
		Total 48281			\$812.40
		Total Honey Bucket/Northwest Cascade Inc.			\$812.40
		Jamey Kiblinger			
48282	112119 JK		11/21/2019	2019 - December - 2nd December Batch for 12/19 Council	
		Employee Reimbursement			
		001-000-210-521-10-43-00		PD-Lodging, Meals & Mileage	\$200.68
				WASPC Conference in Chelan	
		Total 112119 JK			\$200.68
		Total Jamey Kiblinger			\$200.68
		Johnsons Home & Garden			\$200.68
48283	441767		11/21/2019	2019 - December - 2nd December Batch for 12/19 Council	
		101-000-000-544-90-31-00		PW Clearing Acct-Supplies	\$5.86
		Total 441767			\$5.86

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
	Account Number	Name	Title		

48283	441781	11/21/2019	2019 - December - 2nd December Batch for 12/19 Council		
		001-000-212-521-50-48-02	Police Bldg Repairs & Maintenance		\$1.78
	Total 441781				\$1.78
48283	441806	11/22/2019	2019 - December - 2nd December Batch for 12/19 Council		
		001-000-212-521-50-48-02	Police Bldg Repairs & Maintenance		\$6.91
	Total 441806				\$6.91
48283	441905	11/26/2019	2019 - December - 2nd December Batch for 12/19 Council		
		401-000-000-534-80-31-01	Water Operating Supplies		\$99.67
	Total 441905				\$99.67
48283	441946	11/27/2019	2019 - December - 2nd December Batch for 12/19 Council		
		510-000-200-594-48-64-02	PW- Truck & Equip		\$50.23
	Total 441946				\$50.23
48283	442162	12/6/2019	2019 - December - 2nd December Batch for 12/19 Council		
		001-000-270-576-80-31-01	Parks Office Supplies		\$71.29
		001-000-270-576-80-31-10	Community Event Supplies		\$291.31
	Total 442162				\$362.60
48283	442217	12/9/2019	2019 - December - 2nd December Batch for 12/19 Council		
		510-000-300-594-21-31-00	Surplus Costs Police		\$13.55
	Total 442217				\$13.55
Total Johnsons Home & Garden					
Kenyon Disend, PLLC					
48284	189585	12/6/2019	2019 - December - 2nd December Batch for 12/19 Council		
		Capital Projects			
		101-000-000-543-30-41-07	Legal Svs-Soos Cr Franchise		\$172.00
	Total 189585				\$172.00

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
		Account Number		Name Title	

48284	189586	12/6/2019	2019 - December - 2nd December Batch for 12/19 Council		
	General Services				
	001-000-150-515-41-41-01			Legal Services-General Govt	\$1,384.66
	101-000-000-543-30-41-05			Legal Costs	\$307.70
	401-000-000-534-80-41-04			Legal Svcs	\$461.55
	407-000-000-535-80-41-09			Legal Costs	\$461.55
	410-000-000-531-10-41-01			Legal Costs	\$461.55
	Total 189586				\$3,077.01

48284	189587	12/6/2019	2019 - December - 2nd December Batch for 12/19 Council		
	MDRT				
	001-000-257-558-70-41-00			MDRT Legal Services	\$578.40
	Total 189587				\$578.40

48284	189588	12/6/2019	2019 - December - 2nd December Batch for 12/19 Council		
	Lawsuit				
	001-000-150-515-45-41-10			Legal Lawsuits/Other Charges	\$10,797.00
	Total 189588				\$10,797.00

48284	189589	12/6/2019	2019 - December - 2nd December Batch for 12/19 Council		
	Villages Appeal				
	001-000-150-515-41-41-37			Legal Svcs Vill at 10 trails appeals	\$3,344.79
	Total 189589				\$3,344.79

48284	189590	12/6/2019	2019 - December - 2nd December Batch for 12/19 Council		
	Comp Plan Appeal				
	001-000-150-515-41-41-38			Legal Svcs Comp Plan appeal	\$7,729.27
	Total 189590				\$7,729.27
	Total 48284				\$25,698.47
	Total Kenyon Disend, PLLC				\$25,698.47
	King County Finance				\$25,698.47

48285	101685-101685	11/1/2019	2019 - December - 2nd December Batch for 12/19 Council		
	RSD BD-015 Bridge Insp				
	101-000-000-544-40-41-00			Prof Services Transportation	\$644.81
	Total 101685-101685				\$644.81

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
		Account Number		Name Title	

48285	97732	9/30/2019	2019 - December - 2nd December Batch for 12/19 Council		
		SWD-722009422			
		001-000-212-521-50-47-04		Waste Disposal	\$30.00
	Total 97732				\$30.00
Total King County Finance					\$674.81
King County Finance - Wastewater Treat Div.					\$674.81

48286	30028101	12/1/2019	2019 - December - 2nd December Batch for 12/19 Council		
		Dec 2019 Services			
		407-000-000-535-80-41-04		Metro Sewer Charges	\$53,761.38
	Total 30028101				\$53,761.38
Total King County Finance - Wastewater Treat Div.					\$53,761.38
King County Finance - Water & Land Resources Div.					\$53,761.38

48287	101944	11/15/2019	2019 - December - 2nd December Batch for 12/19 Council		
		2019 Water Quality Monitoring			
		410-000-000-531-10-41-03		KC Water Quality - Testing and Lab	\$4,935.00
	Total 101944				\$4,935.00

48287	102099	11/27/2019	2019 - December - 2nd December Batch for 12/19 Council		
		07/01-12/31 Surface Water			
		410-000-000-531-10-49-10		K/C Storm-billing & Rec. Svs	\$956.80
	Total 102099				\$956.80
Total King County Finance - Water & Land Resources Div.					\$5,891.80
					\$5,891.80

Vendor Transaction Number Invoice Date Fiscal Description Void Amount
 Transaction Reference Account Number Name Title

King County Radio Comm Services
 48288 15288 11/26/2019 2019 - December - 2nd December Batch for 12/19 Council
 Nov 2019 Services
 001-000-214-521-20-41-03 K/C 800 Mhz Radio Costs \$1,609.45
 Total 15288 \$1,609.45
 Total 48288 \$1,609.45
Total King County Radio Comm Services
 \$1,609.45

Kyocera
 48289 55T1067026 11/25/2019 2019 - December - 2nd December Batch for 12/19 Council
 08/21-11/20 Overages
 001-000-210-521-10-45-00 PD-Payments - US Bank/Copier \$186.83
 001-000-248-518-20-45-03 Police Dept MDRT-Copier Costs \$57.32
 MDRT
 001-000-254-518-20-45-04 City Hall/Comm Deve Copier Lease \$200.81
 Community Dev
 001-000-254-518-20-45-04 City Hall/Comm Deve Copier Lease \$583.50
 Total 55T1067026 \$1,028.46
 Total 48289 \$1,028.46
L.N. Curtis & Sons
 48290 INV335997 11/18/2019 2019 - December - 2nd December Batch for 12/19 Council

Mandery
 001-000-210-521-10-31-04 PD-Uniforms \$242.15
 Total INV335997 \$242.15
 48290 INV336247 11/18/2019 2019 - December - 2nd December Batch for 12/19 Council
 Henrich
 001-000-210-521-10-31-04 PD-Uniforms \$30.20
 Total INV336247 \$272.35
 Total 48290 \$272.35
Total L.N. Curtis & Sons
 \$272.35

Vendor Transaction Number Invoice Date Fiscal Description Void Amount
 Transaction Reference Account Number Name Title

Vendor	Transaction Number	Invoice Date	Fiscal Description	Void Amount
	Transaction Reference	Account Number	Name Title	
Larsen Sign Co.				
	48291	12/3/2019	2019 - December - 2nd December Batch for 12/19 Council	
	26320			
	Total 26320			
Total Larsen Sign Co.	Total 48291			\$192.33
				\$192.33
				\$192.33
				\$192.33
Law Office of Krista White Swain				
	48292	11/21/2019	2019 - December - 2nd December Batch for 12/19 Council	
	112119 KWS			
	Total 112119 KWS			
Total Law Office of Krista White Swain	Total 48292			\$3,600.00
				\$3,600.00
				\$3,600.00
				\$3,600.00
Legend Data Systems, Inc.				
	48293	10/30/2019	2019 - December - 2nd December Batch for 12/19 Council	
	127701			
	Total 127701			
Total Legend Data Systems, Inc.	Total 48293			\$27.69
				\$27.69
				\$27.69
				\$27.69
Madrona Law Group				
	48294	12/2/2019	2019 - December - 2nd December Batch for 12/19 Council	
	10006 MLG			
	Total 10006 MLG			
				\$506.25
				\$112.50
				\$168.75
				\$168.75
				\$168.75
				\$1,125.00

Vendor Transaction Number Invoice Date Fiscal Description Void Amount
 Transaction Reference Account Number Name Title

48294	10007 MLG	12/2/2019	2019 - December - 2nd December Batch for 12/19 Council	
	Lawsuit			
	001-000-150-515-45-41-10		Legal Lawsuits/Other Charges	\$322.49
	Total 10007 MLG			\$322.49
48294	10008 MLG	12/2/2019	2019 - December - 2nd December Batch for 12/19 Council	
	MDRT			
	001-000-257-558-70-41-00		MDRT Legal Services	\$1,350.00
	Total 10008 MLG			\$1,350.00
48294	10009 MLG	12/2/2019	2019 - December - 2nd December Batch for 12/19 Council	
	PDR			
	001-000-150-515-41-41-17		Legal Costs-Public Disc/Oth	\$60.00
	Total 10009 MLG			\$60.00
48294	10010 MLG	12/2/2019	2019 - December - 2nd December Batch for 12/19 Council	
	Villages Appeal			
	001-000-150-515-41-41-37		Legal Svs Vill at 10 trails appeals	\$300.00
	Total 10010 MLG			\$300.00
	Total 48294			\$3,157.49
	Total Madrona Law Group			\$3,157.49
	Maria Moscoso			
48295	001903	11/13/2019	2019 - December - 2nd December Batch for 12/19 Council	
			Court Interpreter	\$121.00
	Total 001903			\$121.00
48295	001904	11/27/2019	2019 - December - 2nd December Batch for 12/19 Council	
			Court Interpreter	\$121.00
	Total 001904			\$121.00
	Total 48295			\$242.00
	Total Maria Moscoso			\$242.00

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
		Account Number	Name	Title	

Mayene Miller	48296	2019 MM	12/12/2019	2019 - December - 2nd December Batch for 12/19 Council	
		2019 Flex Reimbursement			
		633-000-000-589-90-00-04		Due for Flex 125 Med. Plan Reimb.	\$1,240.75
Total Mayene Miller	Total 48296	Total 2019 MM			\$1,240.75
Mountain View Fire & Rescue	48297	19-1038	11/22/2019	2019 - December - 2nd December Batch for 12/19 Council	
		06/17-11/20 Fire Marshal Billing			
		001-000-240-558-51-41-04		Fire Inspection & Plan Check	\$2,176.27
Total Mountain View Fire & Rescue	Total 48297	Total 19-1038			\$2,176.27
Municipal Code Corporation	48298	00336451	11/20/2019	2019 - December - 2nd December Batch for 12/19 Council	
		Updates			
		001-000-137-514-21-41-01		Code Update	\$1,534.52
Total Municipal Code Corporation	Total 48298	Total 00336451			\$1,534.52
		Annual Support			
		001-000-137-514-21-41-01		Code Update	\$250.00
Total Municipal Code Corporation	Total 48298	Total 00337158			\$250.00
Total Municipal Code Corporation					\$1,784.52

Vendor: Transaction Number Invoice Date Fiscal Description Void Amount
 Transaction Reference Account Number Name Title

Vendor	Transaction Number	Invoice Date	Fiscal Description	Void Amount
	Transaction Reference	Account Number	Name Title	
O'Brien, Barton, & Hopkins, PLLP	48299	12/4/2019	2019 - December - 2nd December Batch for 12/19 Council	
	64245			
	Total 64245			
Total O'Brien, Barton, & Hopkins, PLLP				\$2,750.00
Office Products Nationwide				\$2,750.00
	48300	11/15/2019	2019 - December - 2nd December Batch for 12/19 Council	
	1071127-0			
	Total 1071127-0			\$102.62
	48300	11/20/2019	2019 - December - 2nd December Batch for 12/19 Council	
	1071823-0			
	Total 1071823-0			\$60.45
	48300	11/22/2019	2019 - December - 2nd December Batch for 12/19 Council	
	1072491-0			
	Total 1072491-0			\$146.53
	48300	12/3/2019	2019 - December - 2nd December Batch for 12/19 Council	
	1073862-0			
	Total 1073862-0			\$237.13
	48300	12/5/2019	2019 - December - 2nd December Batch for 12/19 Council	
	1074373-0			
	Total 1074373-0			\$207.42

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
		Account Number	Name	Title	

48300	1074665-0	12/6/2019	2019 - December - 2nd December Batch for 12/19 Council		\$193.20
		001-000-246-558-70-31-00	Office Supplies		
		MDRT Office Supplies			

Total 1074665-0
Total Office Products Nationwide
\$193.20
\$947.35
\$947.35

Orkin Commercial Services

48301	191802514	11/26/2019	2019 - December - 2nd December Batch for 12/19 Council		
		Dec 2019 Services			
		001-000-248-518-20-49-01	MDRT Bldg Custodial Costs		\$33.21
		001-000-254-518-20-49-01	Facilities Bldg.Custodial & Maint.		\$94.53
					\$127.74
					\$127.74

Total 48301
Total Orkin Commercial Services
\$33.21
\$94.53
\$127.74
\$127.74

Palmer Coking Coal Company

48302	13551 PCC	11/13/2019	2019 - December - 2nd December Batch for 12/19 Council		
		310-000-004-595-62-63-07	E Ginder Cr. Cottonwood tree rem.		\$162.79
					\$162.79

Total 48302
Total Palmer Coking Coal Company
\$162.79
\$162.79
\$162.79

Parametrix, Inc.

48303	12979 P	9/18/2019	2019 - December - 2nd December Batch for 12/19 Council		
		Aug 2019 Services			
		001-000-257-558-70-41-06	MDRT Surveyor-Parametrix		\$1,990.00
					\$1,990.00

Total 48303
Total 12979 P
\$1,990.00
\$1,990.00

48303

	14353 P	11/13/2019	2019 - December - 2nd December Batch for 12/19 Council		
		Oct 2019 Services			
		001-000-240-558-51-41-01	Prof Svs.Perm. Extra consultant Exp		\$1,770.00
					\$1,770.00

Total 48303
Total 14353 P
\$1,770.00
\$1,770.00

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
	Account Number	Name	Title		

48303	14502 P		11/18/2019	2019 - December - 2nd December Batch for 12/19 Council	
		Oct 2019 Services			
	Total 14502 P	401-000-400-534-80-41-01		Pw-deposit Exp -Weston Comm. South	\$1,625.00
48303	14511 P		11/18/2019	2019 - December - 2nd December Batch for 12/19 Council	\$1,625.00
		Sep-Oct 2019 Services			
	Total 14511 P	001-000-257-558-70-41-06		MDRT Surveyor-Parametrix	\$1,831.25
48303	14798 P		11/25/2019	2019 - December - 2nd December Batch for 12/19 Council	\$1,831.25
		Oct 2019 Services			
	Total 14798 P	410-000-010-531-10-41-00		KC Grant-Culvert Replacement	\$4,172.50
48303	14934 P		12/5/2019	2019 - December - 2nd December Batch for 12/19 Council	\$4,172.50
		Nov 2019 Services			
	Total 14934 P	402-000-003-594-34-63-06		Springs Water Project	\$17,707.62
					\$17,707.62
					\$29,096.37
					\$29,096.37
Total Parametrix, Inc.					
Peninsula Financial Consulting					
48304	19-102		10/9/2019	2019 - December - 2nd December Batch for 12/19 Council	
		Rate Study			
		404-000-007-534-80-41-00		Water-Rate Study	\$981.96
		408-000-011-535-80-41-00		Sewer Rate Study	\$981.98
		410-000-000-531-10-41-07		Stormwater Rate Study	\$981.96
	Total 19-102				\$2,945.90
					\$2,945.90
					\$2,945.90
Total Peninsula Financial Consulting					

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
		Account Number	Name	Title	

Perteet Inc.	48305	20170202.006-5	12/12/2019	2019 - December - 2nd December Batch for 12/19 Council	
		07/29-10/27 Services			
		001-000-257-558-70-41-04		MDRT Environmental Consultant-Perteet	\$3,020.00
		Total 20170202.006-5			\$3,020.00
	48305	20170202.009-6	12/12/2019	2019 - December - 2nd December Batch for 12/19 Council	
		09/30-10/27 Services			
		001-000-257-558-70-41-04		MDRT Environmental Consultant-Perteet	\$2,070.00
		Total 20170202.009-6			\$5,090.00
Total Perteet Inc.	48305				\$5,090.00
Q&A Polygraph Services					
	48306	19-05	12/4/2019	2019 - December - 2nd December Batch for 12/19 Council	
		Total 19-05		Civil Service Testing	\$300.00
		Total 48306			\$300.00
Total Q&A Polygraph Services					\$300.00
Rad Power Bikes LLC					
	48307	D50773	12/9/2019	2019 - December - 2nd December Batch for 12/19 Council	
		Police Bike			
		001-000-217-521-31-49-00		Police Drug Funds expenditures	\$2,137.85
		Total D50773			\$2,137.85
Total Rad Power Bikes LLC					\$2,137.85
Republic Services #176					
	48308	5919342	11/30/2019	2019 - December - 2nd December Batch for 12/19 Council	
		001-000-248-518-20-47-03		MDRT-Waste Disposal Costs	\$104.71
		MDRT			
		001-000-254-518-20-47-01		Facilities-Waste Disposal	\$157.07
		City Hall			
		Total 5919342			\$261.78

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void
		Account Number		Name Title	Amount

48308	5919633	11/30/2019	2019 - December - 2nd December Batch for 12/19 Council		
		001-000-270-576-80-47-04		Garbage & Waste Disposal	\$12.52
		PW-Parks			
		001-000-280-536-20-47-04		Waste Disposal	\$6.26
		PW-Cemetery			
		101-000-000-543-50-47-04		Waste Disposal	\$68.85
		PW-Street			
		401-000-000-534-80-47-04		Waste Disposal	\$75.11
		PW-Water			
		407-000-000-535-80-47-04		Waste Disposal	\$75.11
		PW-Sewer			
		410-000-000-531-10-47-04		Waste Disposal	\$75.11
		PW-Drainage			
	Total 5919633				\$312.96

48308	5919781	11/30/2019	2019 - December - 2nd December Batch for 12/19 Council		
		001-000-212-521-50-47-04		Waste Disposal	\$261.78
		Police & Court			
	Total 5919781				\$261.78

Total 48308
Total Republic Services #176
RH2 Engineering Inc.
\$836.52
\$836.52

48309	74876	11/20/2019	2019 - December - 2nd December Batch for 12/19 Council		
		401-000-000-534-80-41-10		Professional Services	\$219.00
		401-000-400-534-80-41-01		Pw-deposit Exp -Weston Comm. South	\$112.24
		401-000-400-534-80-41-03		PW-deposit Exp Spartan	\$1,861.14
		407-000-000-535-80-41-01		Professional Services-Sewer	\$2,992.20
	Total 74876				\$5,184.58

48309	74877	11/20/2019	2019 - December - 2nd December Batch for 12/19 Council		
		404-000-010-534-80-41-00		SCADA/Telemetry Prof Svs	\$460.23
	Total 74877				\$460.23

48309	74878	11/20/2019	2019 - December - 2nd December Batch for 12/19 Council		
		404-000-010-534-80-41-00		SCADA/Telemetry Prof Svs	\$235.75
	Total 74878				\$235.75

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
		Account Number	Name	Title	

48309	74879	11/20/2019	2019 - December - 2nd December Batch for 12/19 Council		
		404-000-011-534-80-41-00	Water Comp Plan		\$959.40
	Total 74879				\$959.40

48309	74920	11/22/2019	2019 - December - 2nd December Batch for 12/19 Council		
		402-000-003-594-34-63-06	Springs Water Project		\$57,337.35
	Total 74920				\$57,337.35

48309	74970	12/6/2019	2019 - December - 2nd December Batch for 12/19 Council		
		001-000-257-558-70-41-02	MDRT Civil Engineering		\$5,396.58
		001-000-257-558-70-49-02	TV at TT LLC- Multi Family(Eagle Creek Dev)- Expenses Consultant and Legal		\$269.06
	Total 74970				\$5,665.64

48309	74971	12/6/2019	2019 - December - 2nd December Batch for 12/19 Council		
		401-000-400-534-80-41-01	Pw-deposit Exp -Weston Comm. South		\$2,038.73
		401-000-400-534-80-41-03	PW-deposit Exp Spartan		\$3,433.26
	Total 74971				\$5,471.99

Total 48309
Total RH2 Engineering Inc.

Severson's Building Maintenance

48310	732195	11/19/2019	2019 - December - 2nd December Batch for 12/19 Council		
		001-000-248-518-20-49-01	MDRT Bldg Custodial Costs		\$180.00
		001-000-254-518-20-49-01	Facilities Bldg.Custodial & Maint. City Hall/Com Dev Janitorial Services		\$720.00
	Total 732195				\$900.00

48310	732196	11/19/2019	2019 - December - 2nd December Batch for 12/19 Council		
		001-000-270-575-51-48-00	Gym Facility Repair & Maintenance Gym Janitorial Services		\$150.00
	Total 732196				\$150.00

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
		Account Number	Name	Title	

48310	732197	11/19/2019	2019 - December - 2nd December Batch for 12/19 Council		
		101-000-000-544-90-48-01	PW Shop Janitorial Services	PW Clearing-shared Shop Cost	\$200.00
	Total 732197				\$200.00

48310	732198	11/19/2019	2019 - December - 2nd December Batch for 12/19 Council		
		001-000-212-521-50-41-03	Police/Court Janitorial Services	Police Custodial Cost	\$500.00
	Total 732198				\$500.00
Total 48310					\$1,750.00
Total Severson's Building Maintenance					\$1,750.00

48311	8128605712	11/22/2019	2019 - December - 2nd December Batch for 12/19 Council		
		Oct 2019 Services			
		001-000-120-512-50-49-04	Shredding Services		\$22.07
		001-000-180-518-50-49-04	Shredding Services		\$22.07
		001-000-210-521-10-49-05	PD-Shredding Services		\$66.21
	Total 8128605712				\$66.21
Total 48311					
Total Shred-It USA LLC					

South Correctional Entity	4067	11/8/2019	2019 - December - 2nd December Batch for 12/19 Council		
		001-000-211-523-60-49-00	Jail Costs		\$3,240.00
		18 days			
	Total 4067				\$3,240.00
Total 48312					\$3,240.00
Total South Correctional Entity					\$3,240.00

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
		Account Number		Name Title	

Steven W. Crawford

48313	120619 SWC		12/6/2019	2019 - December - 2nd December Batch for 12/19 Council	
		Nov 2019 Services			
		001-000-151-515-91-41-00		Court Legal-Public Defender	\$1,000.00
		Total 120619 SWC			\$1,000.00
		Total 48313			\$1,000.00
		Total Steven W. Crawford			\$1,000.00
		StopStick, Ltd.			\$1,000.00

48314	0016125-JN		11/15/2019	2019 - December - 2nd December Batch for 12/19 Council	
		510-000-300-594-21-64-00		Police Vehicles-replace	\$1,050.16
		Total 0016125-JN			\$1,050.16
		Total 48314			\$1,050.16
		Total StopStick, Ltd.			\$1,050.16

48315	383330		11/27/2019	2019 - December - 2nd December Batch for 12/19 Council	
		101-000-000-542-64-31-01		Street Signs	\$129.99
		Total 383330			\$129.99
		Total 48315			\$129.99
		Total TRM Wood Products Co. Inc.			\$129.99
		U.S. Postal Service (Black Diamond)			\$129.99

48316	120219 USPS		12/12/2019	2019 - December - 2nd December Batch for 12/19 Council	
		PO Box 309			
		001-000-214-521-20-42-03		Police Postage	\$204.00
		Police PO Box			
		Total 120219 USPS			\$204.00
		Total 48316			\$204.00
		Total U.S. Postal Service (Black Diamond)			\$204.00

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description Name	Title	Void Amount
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Utilities Underground Location Center						
48317	9110128		11/30/2019	2019 - December - 2nd December Batch for 12/19 Council		
			401-000-000-534-80-41-08	Locating Service		\$159.96
			124 locates			
	Total 9110128					\$159.96
	Total 48317					\$159.96
Total Utilities Underground Location Center						
UW Valley Medical Center						
48318	112219 UW Med		11/22/2019	2019 - December - 2nd December Batch for 12/19 Council		
			001-000-213-521-10-41-04	Civil Service-Hiring Evaluations		\$345.00
	Total 112219 UW Med					\$345.00
	Total 48318					\$345.00
Total UW Valley Medical Center						
Valley Communications Center						
48319	0024209		12/10/2019	2019 - December - 2nd December Batch for 12/19 Council		
			Oct 2019 Services			\$10,463.93
			001-000-214-521-20-41-00	Valley Comm - Dispatch Service		\$10,463.93
			246.5 calls			\$10,463.93
	Total 0024209					\$10,463.93
	Total 48319					\$10,463.93
Total Valley Communications Center						
Varius Inc.						
48320	1186 Var		12/6/2019	2019 - December - 2nd December Batch for 12/19 Council		
			001-000-257-558-70-41-02	MDRT Civil Engineering		\$3,844.40
	Total 1186 Var					\$3,844.40
48320	1187 Var		12/6/2019	2019 - December - 2nd December Batch for 12/19 Council		
			001-000-257-558-70-41-02	MDRT Civil Engineering		\$8,050.00
	Total 1187 Var					\$8,050.00

Vendor Transaction Number Invoice Date Fiscal Description Void Amount
 Transaction Reference Account Number Name Title

48320	1188 Var	12/6/2019	2019 - December - 2nd December Batch for 12/19 Council	
	Total 1188 Var	001-000-257-558-70-41-02	MDRT Civil Engineering	\$5,807.00 \$5,807.00
48320	1189 Var	12/6/2019	2019 - December - 2nd December Batch for 12/19 Council	
	Total 1189 Var	001-000-257-558-70-41-02	MDRT Civil Engineering	\$11,156.00 \$11,156.00 \$28,857.40 \$28,857.40
Total Varius Inc.				
VenTek International				
48321	119381	12/1/2019	2019 - December - 2nd December Batch for 12/19 Council	
	Total 119381	Dec 2019 Services 001-000-270-576-80-41-02	Venue Pay Station	\$90.00 \$90.00 \$90.00 \$90.00
Total VenTek International				
Vision Forms, LLC.				
48322	J190333	10/26/2019	2019 - December - 2nd December Batch for 12/19 Council	
	Total J190333	A/P Forms 001-000-180-518-50-49-02 #46013 - #48762	Printing Vouchers/Receipts	\$35.00 \$35.00 \$35.00
Total Vision Forms, LLC.				
Voice of The Valley				
48323	21650	12/6/2019	2019 - December - 2nd December Batch for 12/19 Council	
	Total 21650	001-000-240-558-60-41-08	Prof Svs-Shoreline Mistr Prg	\$100.00 \$100.00 \$100.00 \$100.00
Total Voice of The Valley				

Vendor	Transaction Number	Transaction Reference	Invoice Date	Fiscal Description	Void Amount
		Account Number		Name Title	

Wa Association of Sheriffs & Police Chiefs
 48324 INV029174 11/18/2019 2019 - December - 2nd December Batch for 12/19 Council
 WASPC Conference
 001-000-210-521-10-49-01 PD-Training
 Fall 2019 Training Conference
 Total INV029174 \$300.00
 Total 48324 \$300.00
Total Wa Association of Sheriffs & Police Chiefs \$300.00

Water Management Laboratories, Inc.
 48325 18095 11/18/2019 2019 - December - 2nd December Batch for 12/19 Council
 401-000-000-534-80-41-02 Water Testing and Sampling
 Total 18095 \$21.00
 Total 48325 \$21.00
Total Water Management Laboratories, Inc. \$21.00

Williams Scotsman, Inc.
 48326 7340958 12/1/2019 2019 - December - 2nd December Batch for 12/19 Council
 Dec 2019 Rent
 001-000-254-518-20-45-01 Facilities-Bldg Rental/Modspace
 CD Modular Rental
 Total 7340958 \$3,454.55
 Total 48326 \$3,454.55

Total Williams Scotsman, Inc.
 48326 7340959 12/1/2019 2019 - December - 2nd December Batch for 12/19 Council
 Dec 2019 Rent
 001-000-248-518-20-45-01 MDRT Bldg Rental-Modspace
 MDRT Modular Rental
 Total 7340959 \$1,958.05
 Total 48326 \$1,958.05
Total Williams Scotsman, Inc. \$5,412.60
Vendor Count 62 **Grand Total \$334,520.19**

BLACK DIAMOND CITY COUNCIL MINUTES
Special Meeting of December 2, 2019
Council Chamber, 25510 Lawson Street, Black Diamond, Washington

CALL TO ORDER, FLAG SALUTE:

Mayor Benson called the special meeting to order at 7:00 p.m. and led us all in the Flag Salute.

ROLL CALL:

PRESENT: Councilmembers Deady, Oglesbee, Edelman, Stout, Wisnoski, and Nelson.

ABSENT: Councilmember Paige (excused).

Staff present: May Miller, Finance Director, and Brenda L. Martinez, City Clerk/HR.

APPOINTMENTS, ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS:

Oath of Office - Mayor Benson administered the Oath of Office to Kristiana de Leon for Council Position #5. Councilmember de Leon then took her seat at the dais.

CONSENT AGENDA:

Councilmember Deady **moved** to adopt the Consent Agenda; **second** Councilmember Stout. Motion **passed** with all voting in favor (6-0). The Consent Agenda was approved as follows:

- 1) **AB19-065** – Resolution No. 19-1326 Regarding LGIP Transfer of Funds

PUBLIC COMMENTS:

Johna Thomson, Black Diamond spoke to Council.

Craig Goodwin, Black Diamond spoke to Council.

PUBLIC HEARINGS:

- 2) **AB19-066** – Final Hearing on 2020 Preliminary Budget

Finance Director Miller reported on this item and stated tonight's meeting is to hear public comments and to answer questions on the 2020 Budget.

Mayor Benson opened the public hearing at 7:06 p.m.

Craig Goodwin, Black Diamond commented on liking to look at history and progress as opposed to getting tied up in individual numbers. He noted that one of the major accomplishments over the last decade is to have money in reserves. He thanked the leadership, predecessors, and the Finance Director on the huge progress that has been made for the City as at one time there was no money in the bank, and it was hard to make payroll. He discussed the version of the budget he looked at having the city using fund balance a little and attributed this to the Finance Director's conservative approach. He discussed revenue sources and noted that the City's cost to provide services will continue to grow while general revenue sources remain constrained. He stressed that one-time revenues such as sales tax on new building construction and Community Development permit fees, should not be spent to provide continuing services such as police, fire and ongoing community services. Instead, these one-time revenues should be reserved for capital improvements in the city. He then shared the City should be focusing on attracting commercial businesses, preserving commercial properties, charging impact fees on all non-MPD development within the city, MPDs Fiscal Impact Analysis is really important and we need to rely heavily on this promise to fund the deficits in police, fire and other general fund services should they be needed and suggested putting this at the top of Council's list. In closing he discussed "What's the alternative?" where the city could use one-time revenue sources to fund ongoing service needs, then curtail staffing when economic times get bad the city won't spend money on capital projects. He stressed the city can do better than that and there's a path to get there and he encouraged them to follow it.

KC Shankland, Black Diamond shared being a Black Diamond resident for three weeks. He reiterated a couple of things from the previous speaker's comments. With the statutory constitutional limits on residential the City is never going to be able to grow itself into a sustainable model and noted Maple Valley experiencing that. He also stressed to really hold on to any presently commercially zoned material because that is the only way any city in our present legislative makeup of what is constitutionally allowed is going to have any kind of growth, because you can't get there residentially with the statutory caps - you have to do it through sales tax revenue.

Bob Stewart, Black Diamond commented on being a one-year resident and noted it being interesting to become part of the community. He echoed the early testimony in terms of the impacts of the growth. The concern he has is the potential rezoning of land and setting it up for becoming more residential versus commercial/light industrial only because part of the whole Comprehensive Planning process is about maintaining that balance between residential and jobs which has impact on traffic, revenues, taxes so just trying to keep a very balanced approach to that – having development pay for development, but also being extremely careful given the large burdens put upon this very small wonderful community of Black Diamond already. He noted being concerned that more residential large development infill growth would be a disproportionate burden on this little city. In closing he stated this is the concern he has and appreciated Council's service.

Mayor Benson closed the public hearing at 7:21 p.m.

ADJOURNMENT:

Councilmember Deady **moved** to adjourn the meeting; **second** Councilmember Oglesbee. Motion **passed** with all voting in favor (6-0).

The meeting ended at 7:22 p.m.

ATTEST:

Carol Benson, Mayor

Brenda L. Martinez, City Clerk

DRAFT

BLACK DIAMOND CITY COUNCIL MINUTES
Council Meeting of December 5, 2019

Council Chamber, 25510 Lawson Street, Black Diamond, Washington

CALL TO ORDER, FLAG SALUTE:

Mayor Benson called the regular meeting to order at 7:00 p.m. and led us all in the Flag Salute.

ROLL CALL:

PRESENT: Councilmembers Deady, Oglesbee, Edelman, Stout, de Leon, Nelson, and Paige.

ABSENT: None

Staff present: Andrew Williamson, MDRT/Ec Dev Director; Chief Smith; Scott Hanis, Capital Projects/Program Manager, Seth Boettcher, Public Works Director; May Miller, Finance Director; Jamey Kiblinger, Police Chief; David Linehan, City Attorney, and Brenda L. Martinez, City Clerk/HR.

AGENDA REVIEW AND APPROVAL:

Mayor Benson announced an addition of a presentation to the agenda for Sgt. Lynch.

Councilmember Stout stated she would like to move item #4 on the Consent Agenda to New Business.

Councilmember Deady **moved** to approve the agenda with those two changes; **second** Councilmember Oglesbee. Motion **passed** with all voting in favor (7-0).

APPOINTMENTS, ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS:

Presentation – Sgt. Lynch presented Julia Peterson of Vine Maple Place with a check for \$1,832 the Police Department raised during Movember. He noted that since the check was written more donations were received for a grand total of \$1,902.

- 1) AB19-067** - Confirmation of Mayor's Re-appointment of Steven Jensen to the Planning Commission

Mayor Benson reported on this item to Council.

Councilmember Oglesbee **moved** to confirm the Mayor's reappointment of Steve Jensen to Position #2 of the Black Diamond Planning Commission; said term to expire on December 31, 2012; **second** Councilmember Deady. Motion **passed** with all voting in favor (7-0).

CONSENT AGENDA:

Councilmember Oglesbee **moved** to adopt the Consent Agenda; **second** Councilmember Stout. Motion **passed** with all voting in favor (7-0). The Consent Agenda was approved as follows:

- 2) **Claim Checks** –December 5, 2019 Check No. 48221 through 48259 in the amount of \$407,036.43
- 3) **Minutes** - Work Session of November 14, 2019, Council Meeting of November 21, 2019

PUBLIC COMMENTS:

Brock Deady, Black Diamond spoke to Council.

PUBLIC HEARINGS:

- 5) **AB19-069** – Proposed Updates to the Stormwater Management Plan

Capital Projects/Program Manager Hanis reported to Council on this item and there was Council discussion.

Mayor Benson opened the public hearing at 7:15 p.m.

Kristen Bryant, Bellevue spoke about growing in Black Diamond along Ginder Creek and very occasionally (every dozen years) salmon will make it up to Ginder Creek at the top of Roberts Drive and noted it would be wonderful if our culverts that are blocking fish from getting to that point were removed and any of the pollutants getting in were treated and the water was more conducive to those salmon making it up. She reinforced that it is really important to clean up the water by doing things that can be done to keep it clean such as reducing the impervious surfaces or not adding them. She mentioned that in particular on this plan it was mentioned by Mr. Hanis about the increased monitoring requirements that will be coming in future years and the comment she made was to consider finding out ways to start that as soon as possible rather than waiting until it's an absolute requirement. She noted what came to mind was the recent toxic algae blooms at Lake Sawyer and monitoring upstream from them at the construction at the Rock Creek bridge or other upstream sources around the lake that might have contributed to the bloom. She then discussed the placement and timing of the testing and regardless the monitoring is going to be a requirement for a reason and it's important to know whether the stormwater is getting cleaner or whether there are sources of pollutant's and she thinks it's important to start this sooner. She shared that many people have commented about keeping Lake Sawyer clean and it's all upstream from there as Rock Creek and Ginder Creek and anything we can do in the stormwater plan to increase their environmental health would be good.

Mayor Benson closed the public hearing at 7:18 p.m.

- 6) **AB19-070** - Proposed Sewer Rate Increase

Finance Director Miller briefed Council on this item and shared that Ashley Emery of Financial Consulting was hired to prepare a rate analysis and options were looked at during a work session on November 14, 2019.

Mayor Benson opened the public hearing at 7:21:52 p.m. No oral testimony was heard, and the public hearing was closed at 7:21:59 p.m.

UNFINISHED BUSINESS: None

NEW BUSINESS:

4) AB19-068 - Resolution No. 19-1326 Final Plat Approval for Ten Trails Parcel V24

MDRT/Ec Dev Director Williamson reported on this item and discussed the additional packet material that was provided to Council and posted on the City's website.

There was back and forth discussion between Council and staff.

Councilmember Edelman **moved** to adopt Resolution No. 19-1326 approving the final plat for Parcel V24 Ten Trails Phase 1A (PLN18-0039); setting forth supportive finding and fixing a time when the final plat shall become effective; **second** Councilmember Deady. Motion **passed** with all voting in favor (7-0).

7) AB19-071 – Ordinance No. 19-1133 Regarding Utility Rate Structure Policy

Public Works Director Boettcher discussed this item and noted the ordinance really affects residential residents who are part of a multi-unit structure.

Councilmember Oglesbee **moved** to adopt Ordinance No. 19-1133 amending chapters 13.04, 13.20, 13.24, and 14.02 of the Black Diamond Municipal Code; **second** Councilmember Deady. Motion **passed** with all voting in favor (7-0).

8) AB19-072 – Ordinance No. 19-1134 Adopting 2020 Operating Budget

Finance Director Miller discussed the process for the 2020 Operating Budget and the public comments received.

Councilmember Stout **moved** to approve Ordinance No. 19-1134 adopting the 2020 Budget; **second** Councilmember de Leon. Motion **passed** with all voting in favor (7-0).

9) AB19-073 – Resolution No. 19-1327 Authorizing Contract with Madrona Law Group, PLLC for City Attorney Legal Services

Mayor Benson reported on this item and there was Council discussion.

Councilmember Deady **moved** to adopt Resolution No. 19-1327 approving a two-year contract with Madrona Law Group, PLLC, for City Attorney legal services; **second** Councilmember Nelson. Motion **passed** with all voting in favor (7-0).

DEPARTMENT REPORTS:

FIRE – Chief Smith recapped the incidents that happened between Nov 21- Dec 4. There were 21 incidents for an average of 1.5 per day. He also shared that one of the calls was a deck fire at a residence. He then discussed how calls are dispatched in King County and the use of mutual aid. He updated Council on the new fire engine purchase and stated they are very close to sending the specs out to three vendors. He also shared that starting January 1 the department will be part of the garage consortium and believes this will work a lot better.

MAYOR'S REPORT:

Mayor Benson reported attending the SEAL TC meeting where the discussion was on the legislative agenda; she met with the cities of Covington and Maple Valley on legislative agendas and what the effects of the TBD will be on the cities. She also discussed with Council the resignation of Hunter Cooper who was elected to Council position #3 and then proposed a schedule for appointing a new person for this position. The vacancy will be sent to the newspaper on December 13 and will remain open for 5 weeks with applications due back to the City on January 24 and interviews and possible selection at the February 6th meeting. There was discussion on the proposed schedule.

COUNCIL REPORTS:

Councilmember Oglesbee reported attending the Public Safety Committee meeting and it being a busy week.

Councilmember Edelman reported attending the Public Works Committee meeting, Public Safety Committee meeting, and the SCA annual business dinner.

Councilmember Stout reported attending the Public Works Committee meeting, Finance Committee meeting, special meeting on final budget hearing and the swearing in of Kristiana and welcomed her. She also attended the SCA Networking dinner and noted having a great day spending time reading the V24 final plat and shared that she really enjoys reading the professional documents.

Councilmember de Leon reported it being great so far and getting to talk with residents and their concerns. She noted it being an ongoing learning process and how much more there is to learn. She shared being able to meet with staff to learn and appreciated the time everyone has spent to inform her. She also mentioned attending the Kiwanis Thanksgiving dinner.

Councilmember Nelson reported finalizing the Sherman food drive challenge and thanked the City staff for donating to the Community Center. He also attended the Public Safety meeting, tree lighting at Maple Valley and the Covington City Council meeting where he met their new Councilmembers.

Councilmember Paige thanked Councilmember Edelman for her service on the Council and noted appreciating the prodding she gave him. He welcomed Kristiana and believes her input will be valuable. He thanked City Attorney Linehan for his proactive communication in the short time he has been her and congratulated him on his new firm. He also thanked Mr. Williamson for all his help in answering his questions noted feeling his trust. He commented on Upward being started in Black Diamond and is a happy to hear this. He stated being glad our police are such compassionate people to undertake the effort to raise a significant amount of money for Vine Maple Place. He touched on two concerns: 1) being approached by a resident about safety on 3rd Avenue between Roberts and Lawson, and 2) his concern on the change made to Park Avenue regarding the change in traffic flow.

Councilmember Deady reported attending the SCA dinner, SEAL TC meeting, Public Works Committee meeting, Thanksgiving dinner, and noted being happy to hear about a Council retreat as this is a young Council. She further added this is Council's retreat and Council needs to say what their priorities are and where the direction is going and the need for a good facilitator who will guide Council through the process. She mentioned speaking to Councilmember Harto from the City of Covington about their facilitator and the process used. She stressed the need for a retreat every year. She also discussed the process for removing an item from the consent agenda. She suggested having wayfinding signs on 2nd Avenue by the Post Office to help people identify where they need to go with the new traffic revisions on Park Avenue. She reminded everyone about the Tree Lighting event at the Community Center at 5:30 p.m. on Friday and at Ten Trails their Hometown event is on Saturday and starts at 3 p.m.

ATTORNEY REPORT: None

PUBLIC COMMENTS:

James Stout, Black Diamond spoke to Council.

Brock Deady, Black Diamond spoke to Council.

EXECUTIVE SESSION: None

ADJOURNMENT:

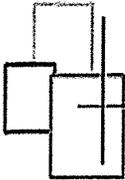
Councilmember Edelman **moved** to adjourn the meeting; **second** Councilmember Oglesbee. Motion **passed** with all voting in favor (7-0).

The meeting ended at 8:57 p.m.

ATTEST:

Carol Benson, Mayor

Brenda L. Martinez, City Clerk



Register

Fiscal: 2019

Deposit Period: 2019 - November

Check Period: 2019 - November - Month End

Number	Name	Print Date	Amount
Check			
19891	Paper Paycheck	11/15/2019	\$3,640.00
19892	Paper Paycheck	11/27/2019	\$5,269.55
19893	Paper Paycheck	11/27/2019	\$4,490.92
19894	Paper Paycheck	11/27/2019	\$3,343.86
19895	AWC Sup Life	11/27/2019	\$8.00
19896	BD Police Officers Association	11/27/2019	\$840.00
19897	City of Black Diamond Flex	11/27/2019	\$156.66
19898	Joseph Kaufman	11/27/2019	\$147.40
19899	Minnesota Child Support Payment Ctr	11/27/2019	\$467.00
19900	Teamsters Local 117	11/27/2019	\$1,868.29
19901	Trusteed Plans Service CP LTD	11/27/2019	\$954.45
Nov 2019 Aflac	Aflac	11/27/2019	\$128.44
Nov 2019 AWC	AWC Employee Benefit Trust	11/27/2019	\$55,591.73
Nov 2019 DCP	DOR - Deferred Comp	11/27/2019	\$4,725.00
Nov 2019 DOR: RET	Dept of Retirement Systems	11/27/2019	\$42,985.33
Nov 2019 ESD	Employment Security Dept	11/27/2019	\$511.31
Nov 2019 Fed Taxes	City of Black Diamond Taxes	11/27/2019	\$63,101.78
Nov 2019 L & I	Dept of Labor and Industries	11/27/2019	\$3,132.92
Nov 2019 PFML	PFML Emp. Security Dept	11/27/2019	\$488.99
November 2019 Draw	Payroll Vendor	11/15/2019	\$47,473.00
November 2019 Month End	Payroll Vendor	11/27/2019	\$115,219.59
		Total	\$354,544.22

I hereby certify that payroll and benefits have been processed and delivered as required under contract or legal obligation.

Finance
Director

Margaret Mullen

Date 12-2-2019

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION		
SUBJECT: Ordinance amending the 2019 Budget Ordinance 18-1114 to add excess revenues and Grants received during 2019 and their related expenditures in excess of estimates.	Agenda Date: December 19, 2019 AB19-074	
	Mayor Carol Benson	
	City Administrator	
	City Attorney David Linehan	
	City Clerk – Brenda L. Martinez	
	Com Dev/Nat Res –	
	Finance – May Miller	X
	MDRT/Ec Dev – Andy Williamson	
	Police – Chief Kiblinger	
	Public Works – Seth Boettcher	
Timeline:	Court – Stephanie Metcalf	
Cost Impact (see also Fiscal Note): \$		
Fund Source: --		
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Two Councilmembers <input type="checkbox"/> Committee Chair <input type="checkbox"/> City Administrator		
Attachments: Ordinance; Exhibit A & Detailed Budget Adjustment		
SUMMARY STATEMENT: Washington State Law RCW 35A.120 allows budget amendments for funds or grants received in excess of estimates during the fiscal year. The 2019 budget amendment ordinance needs to be approved to cover the additional operating revenues and expenditures before December 31, 2019 The 2019 Budget Ordinance Amendment totals \$670,200. Most of the Ordinance is for capital projects or grants received during 2019 that exceeded the previous revenue estimates. \$389,100 of the total is for grants received, primarily Public Works TIB Grants and their match with several smaller grants or other miscellaneous grants including the K/C Recycle Grant, and the Department of Ecology Grant for the Stormwater Fund. The growth activity required modest budget adjustments for the General Fund, Water, Sewer and Stormwater operating funds which received additional revenues and had added expenditures, especially the additional irrigation and water meters revenue and expenditures in the Water Fund. Also included are additional sales tax and utility tax revenue that will be used for a police car that will be delivered in the spring as well covering a few General Government costs. The carry-over Police K/C VRF Tax will cover repairs to the police boat. Excess revenue from the sale of homes REET I & II revenue is needed to cover the extra campus costs, and Roberts Drive street lights, as well as needed Street Fund revenue to cover the Street Fund short-fall in gas tax and TBD car tab fees and the Cedarbrook sewer transfer shortfall needed for the Cedarbrook MHP engineering costs. FISCAL NOTE (Finance Department): The \$670,200 2019 Budget Amendment Ordinance needs to be adopted before 12/31/2019 to cover the unanticipated Revenues and Expenditures for 2019.		

COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: The Finance Committee review the 2019 Budget amendment Ordinance at their December 12, 2019 committee meeting and recommended forwarding to council.

RECOMMENDED ACTION: **MOTION to approve Ordinance No. 19-1135 adopting the 2019 Budget Amendment.**

RECORD OF COUNCIL ACTION

<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>
December 19, 2019		

ORDINANCE NO. 19-1135

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, KING COUNTY, WASHINGTON, AMENDING THE BUDGET FOR CALENDAR YEAR 2019 AS ADOPTED BY ORDINANCE 18-1114 FOR MEANS OF APPROPRIATIONS, ADJUSTMENTS AND TRANSFERS WITHIN VARIOUS FUNDS IN ACCOUNTS IN THE 2019 BUDGET

WHEREAS, RCW 35A.33.120(4) allows budget amendments to be authorized by ordinance for funds received in excess of estimated Revenues during the fiscal year if those amounts exceed the amounts set forth in Ordinance No. 18-1114; and

WHEREAS, it is necessary to adjust those accounts and/or funds by means of appropriation adjustments and transfers for the 2019 Budget;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, KING COUNTY, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Section 3 of Ordinance 18-1114 is hereby amended with the following additions:

Fund	Name	Revenue	Expenditures
Fund 001	General Fund	112,100	112,100
Fund 401	Water Fund	50,000	50,000
Fund 407	Sewer Fund	9,000	9,000
Fund 310	Gen Govt Captial Fund	50,000	50,000
Fund 320	Street & PW Fund	449,100	449,100
		\$ 670,200	\$ 670,200

Section 2. This Ordinance shall be in full force and effect five days after its passage, approval, posting and publication in summary form as provided by law.

Introduced on 19th day of December 2019.

Passed by a majority of the City Council at a Regular Council meeting held on the 19th day of December 2019.

Mayor Carol Benson

Attest:

Brenda L. Martinez, City Clerk

APPROVED AS TO FORM:

David Linehan, City Attorney

Published

Posted:

Effective Date:

City of Black Diamond, Washington

2019 Budget worksheet

A. Estimated Expenditures by Fund

Fund #	Fund Title	Ordinance	C/O Capt Prj	Ordinance	Total Adj. Budget
		18-1114	RCW 35A.150	Budget Adjustment	
		Budget			
		2019			2019
Fund 001	General Fund	8,454,859		112,100	8,566,959
Fund 101	Street Fund	355,495			355,495
Fund 107	Fire Impact Fee Fund	780,993			780,993
Fund 108	Trans. Benefit District Fund	125,228			125,228
Fund 109	Traffic Mitigation Fees Fund	198,005			198,005
Fund 401	Water Fund	5,516,086	288,519	50,000	5,854,605
Fund 407	Sewer Fund	1,646,962	8,749	9,000	1,664,711
Fund 410	Stormwater Fund	1,625,064	40,055		1,665,119
Fund 310	Gen Govt Captial Fund	1,492,472	132,173	50,000	1,674,645
Fund 320	Street & PW Fund	1,227,516	113,623	449,100	1,790,239
Fund 510	Internal Service Fund	410,913	66,035		476,948
		\$ 21,833,593	\$ 649,154	\$ 670,200	23,152,947

Budget Change Detail Worksheet -December 2019

		REVENUE	EXPENSES	
		Rev Bud Change	Exp Bud Change	Approved Resolution
1	General Fund			
2	Sales & Utility Tax Excess Revenue	71,100		
3	Police- Transfer for Police Vehicle replacement		60,000	
5	Police Fuel & Oth Sup. & Equip		8,000	
6	Technology-Anti virus S/W		3,100	
7	Police Multi Task force Rev & Costs	6,000	6,000	
8	Police Marine VRF costs/ Rev Carry over	25,000	25,000	
9	K/C Recycling Grants from 10,000 to \$20,000	10,000		19-1290
10	Recycling Expense		10,000	19-1290
11	Total Street Fund Budget Adj.	112,100	112,100	
12				
13	Street Fund			
14	Trf from Excess REET II	35,000		
15	Reduce Street Gas Tax & TBD Rev to est.	(35,000)		
16	Total Gen Gov't Capt. Bud Adj	0		
17				
18	General Government Capital Projects			
19				
20	REET I Excess Revenue	25,000		
21	Transfer to Campus Imp Project		25,000	
22				
23	Campus Prj trf in from Excess REET I	25,000		
24	Campus Project additional Exp.		25,000	
25				
26	Total Gen Govt Capt Projects Budget Adj.	50,000	50,000	
27				
28	Public Works Capital Projects			
29	REET II Excess Revenue	60,000		
30	Trf to Street Mtc Fund to cover Rev S/F		35,000	
31	Trf to Robert Drive Prj to cover St Light		25,000	
32				
33	Tr in from Excess REET for Roberts Drive	25,000		
34	Roberts Drive St. Lights & Installation cost		25,000	
35				
36	TIB Grant 232 Ave SE Asph OL	140,101		19-XXXX
37	Grant matching Funds	49,499		19-XXXX
38	TIB PW Street 232 Ave Se Asph O/L		189,600	19-XXXX

39				
40	TIB Grant Lawson St-Chip Seal	103,084		19-XXXX
41	Grant matching Funds	36,416		19-XXXX
42	TIB PW Street 232 Ave Se Asph OL		139,500	19-XXXX
43				
44	REET II Excess Revenue	35,000		
45	Trf to Sewer Fund for Cedarbrook Pj.		35,000	
46	Total Public Works Capital Budget Adj.	449,100	449,100	
33				
34	Water Fund			
35	Water Excess sales from Irrigation fees	50,000		
36	Irrigation & Water Meter Exp		50,000	
37	Total Water Fund Bud adj	50,000	50,000	
38				
39	Sewer Fund			
40	Trf In from Excess Reet II-Cedarbrook Prj	35,000		
41	Reduce Sewer Rev trf to Cedarbrook Prj	(35,000)		
42	Excess Sewer Revenue	9,000		
50	Unanticipated State and City Util Tax		6,000	
51	Unanticipated Sewer Supplies & Exp		3,000	
52	Total Sewer Capt & Res Fund Bud Adj	9,000	9,000	
54				
55	Dept Ecology 2019-2020 Storm Operating Grant	50,000		19-1318
56	DOE & Misc Stormwtr Exp		50,000	19-1318
57	Total Stormwtr Op Fund Budget Adj	50,000	50,000	
58				
59	Total 2019 Budget Change	670,200	670,200	

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION		
SUBJECT: Resolution adopting a city Sewer rate increase from \$21.78 to \$25.00 per Equivalent Residential Unit (ERU) per month effective January 1, 2020, from 25.00 to \$27.50 effective January 1, 2021 and approve an Annual CPI-U inflationary rate of 5% increase in 2022 and 3% beginning in 2023 and beyond.	Agenda Date: December 19, 2019	
	AB19-075	
	Mayor Carol Benson	
	City Administrator	
	City Attorney David Linehan	
	City Clerk – Brenda L. Martinez	
	Com Dev/Nat Res –	
	Finance – May Miller	X
	MDRT/Ec Dev – Andy Williamson	
	Police – Chief Kiblinger	
Public Works – Seth Boettcher		
Court – Stephanie Metcalf		
Cost Impact (see also Fiscal Note):		
Fund Source: --Stormwater Utility Fund		
Timeline: January 1, 2020		
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Two Councilmembers <input type="checkbox"/> Committee Chair <input type="checkbox"/> City Administrator		
Attachments: Resolution 19-1328; Financial Analysis and rate comparison worksheet		
<p>SUMMARY STATEMENT: A work-study meeting was held on November 14, 2019 and a Public Hearing was held December 5, 2019 to review the recommended city Sewer increase of \$3.22 a month from \$21.78 to \$25.00 per month per Equivalent Residential Unit (ERU) effective January 1, 2020 and a \$2.50 Increase from 25.00 to 27.50 effective January 1, 2021 and an increase of 5% in 2022 and continuing with a 3% annual inflationary rate for 2023 and beyond. These rates will affect each Equivalent Residential customers (ERU'S) per month. Commercial business customers will see the same base ERU increase but will see the additional continued \$10.00 per unit charge for their additional units.</p> <p>The last time the Sewer rates were increased was in 2013, Ashley Emery, the financial consultant's computer model at that time showed that the rates needed to be increased to a higher rate per ERU in future years, but that never happened as it was the continuing thought that the Master Plan development growth would begin sooner and at a faster pace.</p> <p>Several detailed Financial Cash-flow projections for 2020 and beyond show that without the rate increase the cash position of the Sewer Fund could at a complete deficit in the near future without a rate increase. It is urgent that we correct the sewer rates to cover the cost of operations.</p> <p>Mr. Ashley Emery of Peninsula Financial Consulting was hired to update the financial computer models that he has created when we increased the rates in 2013. A workstudy was held on November 14, 2019 where the Finance Director, Public Works Director and Mr. Emery reviewed the Financial Analysis and the impact different growth scenarios and the effect the various rate increases and would have on the sewer rates.</p>		

A several year approach is recommended, with a 2020 ERU residential rate increase of \$3.22 a month from \$21.78 to \$25.00 per month per residential ERU'S beginning January 1, 2020. The second tier to increase from \$25.00 to \$27.50 in 2021 and the third tier in 2022 to increase by 5% with an annual CPI-U inflationary rate increase of 3% beginning in 2023 and beyond. These rate increases along with the current growth rate should help stabilize the sewer revenue and ensure that rate increases should not need to occur over time just to keep up with inflationary costs.

Council has the responsibility to ensure that Utility Fund has adequate rates in place to cover the cost of operating, capital and possible future debt costs. Currently, we are just requesting a 2020 rate increase to cover the sewer fund operating costs. We plan to update the rate model at least every two years.

FISCAL NOTE (Finance Department): The proposed Sewer rate increases are essential to providing operating revenue and cash for 2020 and beyond.

COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: The Finance Committee reviewed the proposed sewer rate increase and recommended forwarding to the full Council.

RECOMMENDED ACTION: MOTION to adopt Resolution No. 19-1328, regarding the City Sewer rate increase of \$3.22 per month from \$21.78 to \$25.00 per month per Equivalent Residential Unit effective January 1, 2020 and an increase of \$2.50 effective January 1, 2021, a 5% increase in 2022 and an annual CPI-U inflationary rate increase of 3% each year effective January 2023 and beyond.

RECORD OF COUNCIL ACTION

<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>
December 19, 2019		

RESOLUTION NO. 19-1328

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, KING COUNTY, WASHINGTON, INCREASING RATES FOR CITY SEWER SERVICE BEGINNING IN 2020 AND ANNUALLY THEREAFTER TO PROVIDE NEEDED CASH FLOWS FOR SEWER OPERATIONS.

WHEREAS, the City Council, by Ordinance No. 19-1133, adopted a Utility Rate Schedule wherein all customer rates for City utility services are included in a single document, which may be amended from time to time by the City Council in its discretion, consistent with RCW 35.92.010 and 35.92.020; and

WHEREAS, the City's base charge for sewer utility services has not increased since 2014; and

WHEREAS, the City Council held a public work session on November 14, 2019, to review the adequacy of its sewer utility rates with its consultant, Mr. Ashley Emery of Peninsula Financial Consulting ("Consultant"); and

WHEREAS, the Consultant determined, based on his computer modeling and a detailed analysis of expected conditions over the next six years, that a rate increase is urgently needed to ensure adequate cash flow to cover the cost of sewer operations; and

WHEREAS, based on the recommendations of the Consultant and the City's Finance and Public Works Staff, the City Council finds that the following increases to the City's base sewer service charges are needed to stabilize the City Sewer Fund and provide adequate cash flow for sewer operations: 15% in 2020; 10% in 2021; 5% in 2022; 3% in 2023 and annually thereafter; and

WHEREAS, a public hearing for the Council to receive public input on these proposed multi-year sewer utility rate adjustments was held on November 21, 2019.

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

Section 1. Effective January 1, 2020, the City's Utility Rate Schedule shall be amended to reflect a fifteen percent (15%) increase in the base sewer service charge over the rate in effect on December 31, 2019.

Section 2. Effective January 1, 2021, the City's Utility Rate Schedule shall be amended to reflect a ten percent (10%) increase in the base sewer service charge over the rates in effect on December 31, 2020.

Section 3. Effective January 1, 2022, the City's Utility Rate Schedule shall be amended to reflect a five percent (5%) increase in the base sewer service charge over the rates in effect on December 31, 2021.

Section 4. Effective January 1, 2023, the City's Utility Rate Schedule shall be amended to reflect a three percent (3%) increase in the base sewer service charge over the rates in effect on December 31, 2022.

Section 5. Effective January 1, 2024, and annually on January 1 of each year thereafter, the City's Utility Rate Schedule shall be amended to reflect a three percent (3%) increase in the base sewer service charge over the rates in effect the previous year, to account for anticipated future inflation.

Section 6. The City Council intends to conduct a further review of the adequacy of utility rates for City sewer services at least once every two years after the date of this resolution to determine if any additional adjustments should be made to ensure adequate funding for sewer operations, maintenance, and capital needs.

PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 19TH DAY OF DECEMBER 2019.

CITY OF BLACK DIAMOND:

Carol Benson, Mayor

Attest:

Brenda L. Martinez, City Clerk

City of Black Diamond
Monthly Utility Rates
15% Sewer Rate Increase with Rate Restructure Comparison

AVERAGE RESIDENTIAL CUSTOMER					
Rate Comparison for 800 cu ft. Water					
	2018	2019	2020	Monthly Difference	Percentage
Water	\$58.53	\$58.53	\$58.53	\$0.00	
Metro Sewer	\$44.22	\$45.33	\$45.33	\$0.00	
City Sewer	\$21.02	\$21.78	\$25.00	\$3.22	
Stormwater	\$16.00	\$19.00	\$19.50	\$0.50	
Total Monthly	\$139.77	\$144.64	\$148.36	\$3.72	2.57%

Increase of 12 cents a day

AVERAGE RESIDENTIAL w/LIFELINE DISCOUNT					
Monthly Rate Comparison for 800 cu ft. Lifeline customer					
	2018	2019	2020	Monthly Difference	Percentage
Water	\$29.27	\$29.27	\$29.27	\$0.00	
Metro Sewer	\$44.22	\$45.33	\$45.33	\$0.00	
City Sewer	\$10.51	\$10.89	\$12.50	\$1.61	
Stormwater	\$8.00	\$9.50	\$9.75	\$0.25	
Total Monthly	\$92.00	\$94.99	\$96.85	\$1.86	1.96%

Increase of 6 cents a day

Cedar brook MHP					
2018 & 2019 assume Commercial class charges, as is now, with 79,200 cu ft. (800 usage per 99 units)					
2020 assumes Change from Commercial to Residential, with rate increase, restructure & allotment for 99 units					
	2018	2019	2020	Monthly Difference	Percentage
Water	\$6,395.06	\$6,395.06	\$5,794.47	(\$600.59)	
Metro Sewer	\$5,810.30	\$5,952.62	\$4,487.67	(\$1,464.95)	
City Sewer	\$1,001.02	\$1,211.78	\$2,475.00	\$1,263.22	
Stormwater (75.5)	\$1,208.00	\$1,434.50	\$1,472.25	\$37.75	
Total Monthly	\$14,414.38	\$14,993.96	\$14,229.39	(\$764.57)	-5.10%

Decrease of 25 dollars a day, or 26 cents a day per unit

Cedar brook MHP Comparison showing one MHP Residential amount					
2018 & 2019 assume Commercial class charges split between 99 units, with same usage as above (79,200)					
2020 assumes Change from Commercial to Residential, with rate increase, restructure & allotment for 99 units					
	2018	2019	2020	Monthly Difference	Percentage
Water	\$64.60	\$64.60	\$58.53	(\$6.07)	
Metro Sewer	\$58.69	\$60.13	\$45.33	(\$14.80)	
City Sewer	\$10.11	\$12.24	\$25.00	\$12.76	
Stormwater	\$12.20	\$14.49	\$14.87	\$0.38	
Total Monthly	\$145.60	\$151.45	\$143.73	(\$7.72)	-5.10%

Decrease of 26 cents a day

City of Black Diamond
 Monthly Utility Rates
 15% Sewer Rate Increase with Rate Restructure Comparison

AVERAGE RESIDENTIAL CUSTOMER [1 Residential unit]

Rate Comparison for 800 cu ft. Water

	2018	2019	2020	Monthly	Percentage
				Difference	
Water	\$58.53	\$58.53	\$58.53	\$0.00	
Metro Sewer	\$44.22	\$45.33	\$45.33	\$0.00	
City Sewer	\$21.02	\$21.78	\$25.00	\$3.22	
Stormwater	\$16.00	\$19.00	\$19.50	\$0.50	
Total Monthly	\$139.77	\$144.64	\$148.36	\$3.72	2.57%

Increase of 12 cents a day

Diamond Village Owners Association #2 [13 Residential units]

Rate Comparison for 800 cu ft. Water per unit [10,400 cu ft.]

2020 assumes Change from Commercial to Residential, with rate increase, restructure & allotment for 13 units

	2018	2019	2020	Monthly	Percentage
				Difference	
Water	\$729.06	\$729.06	\$760.89	\$31.83	
Metro Sewer	\$753.50	\$771.98	\$589.29	(\$182.69)	
City Sewer	\$141.02	\$141.78	\$325.00	\$183.22	
Stormwater [13]	\$208.00	\$247.00	\$253.50	\$6.50	
Total Monthly	\$1,831.58	\$1,889.82	\$1,928.68	\$38.86	2.06%

Increase of \$1.30 a day, 10 cents a day per unit

Diamond Square [18 Commercial units]

Rate Comparison for 800 cu ft. Water per unit [14,400 cu ft.]

	2018	2019	2020	Monthly	Percentage
				Difference	
Water	\$952.55	\$952.55	\$952.55	\$0.00	
Metro Sewer	\$1,047.50	\$1,073.18	\$1,073.18	\$0.00	
City Sewer	\$191.02	\$191.78	\$220.50	\$28.72	
Stormwater [45.5]	\$728.00	\$864.50	\$887.25	\$22.75	
Total Monthly	\$2,919.07	\$3,082.01	\$3,133.48	\$51.47	1.67%

Increase of \$1.72 cents a day, 10 cents a day per unit

Black Diamond Bakery [1 Commercial Unit of water/ 2 Commercial Units of Sewer]

Rate Comparison for with avg 2019 usage [5,079]

	2018	2019	2020	Monthly	Percentage
				Difference	
Water	\$212.79	\$212.79	\$212.79	\$0.00	
Metro Sewer	\$362.40	\$371.30	\$371.30	\$0.00	
City Sewer	\$31.02	\$31.02	\$36.50	\$5.48	
Stormwater [5]	\$80.00	\$95.00	\$97.50	\$2.50	
Total Monthly	\$686.21	\$710.11	\$718.09	\$7.98	1.12%

Increase of 24 cents a day

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION		
SUBJECT: Resolution amending the City Fee Schedule to add the new Utility Rate Schedule effective January 1, 2020	Agenda Date: December 19, 2019	
	AB19-076	
	Mayor Carol Benson	
	City Administrator	
	City Attorney David Linehan	
	City Clerk – Brenda L. Martinez	
	Com Dev/Nat Res –	
	Finance – May Miller	X
	MDRT/Ec Dev – Andy Williamson	
	Police – Chief Kiblinger	
Cost Impact – neutral-	Public Works – Seth Boettcher	
Fund Source: --	Court – Stephanie Metcalf	
Timeline:		
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Two Councilmembers <input type="checkbox"/> Committee Chair Administrator		
Attachments: Resolution 19-1329; Exhibit A, 2020 Utility Rate Schedule		
SUMMARY STATEMENT: The City updates its fee schedule from time to time. The last update was on December 3, 2018. On December 5, 2019, the City Council adopted Ordinance No. 19-1133 to update its utility billing structure. One of the changes involved the removal of the City’s utility billing rates from the municipal code, shifting them to a new Utility Rate Schedule that can be amended by resolution at the Council’s discretion without having to update the code book. This new Utility Rate Schedule is set to take effect on January 1, 2020 and needs to be incorporated into the City’s adopted fee schedule by that date. The schedule also reflects the 2020 Sewer Rate increase as adopted in Resolution 19-1328 and the inflationary Stormwater rate increase as adopted in Ordinance 18-1113. FISCAL NOTE (Finance Department): This change will implement the previously adopted 2020 utility billing rates for the City’s Water, Sewer, and Stormwater utility services.		
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: The Finance Committee will review this item at their December 12, 2019 committee meeting.		
RECOMMENDED ACTION: MOTION to adopt Resolution 19-1329 amending the City’s Fee Schedule to include the new 2020 Utility Rate Schedule.		

RECORD OF COUNCIL ACTION		
<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>
December 19, 2019		

RESOLUTION NO. 19-1329

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, KING COUNTY, WASHINGTON, AMENDING THE CITY FEE SCHEDULE TO INCLUDE THE NEW 2020 UTILITY RATE SCHEDULE.

WHEREAS, the Black Diamond City Council last amended the City Fee Schedule by Resolution No.18-1281 on December 3, 2018; and

WHEREAS, Ordinance 19-1133 was adopted on December 5, 2019, which removed the City's outdated utility billing rates from the Black Diamond Municipal Code and directed that utility rates would thereafter be reflected in a Utility Rate Schedule as adopted and updated from time to time by Council resolution at its discretion pursuant to RCW 35.92.010; and

WHEREAS, the City needs to update its Fee Schedule to include the new Utility Rate Schedule, which was adopted on December 5, 2019, and which is set to take effect on January 1, 2020; and

WHEREAS, on December 5, 2019, the City held a public hearing on the proposed new 2020 billing rates for the City's Sewer utility services;

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

Section 1. The City Council hereby amends the City Fee Schedule to include the Utility Rate Schedule attached hereto as Exhibit A, reflecting the restructured Utility rates for billing rates for the City's Water, Sewer, and Stormwater utility services as adopted in Ordinance 19-1133 and the approved the 2020 Sewer rate increase as adopted in Resolution 19-1328, plus the adopted Stormwater inflationary increase as adopted in Ordinance 18-1113.

PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, AT A SPECIAL MEETING THEREOF, THIS 19TH DAY OF DECEMBER 2019.

CITY OF BLACK DIAMOND:

Carol Benson, Mayor

Attest:

Brenda L. Martinez, City Clerk



CITY OF BLACK DIAMOND UTILITY RATES & INFORMATION 2020

The City of Black Diamond services water, sewer, and stormwater utilities. Water meters are read approximately 1 week prior to the end of each month. Bills containing water, sewer, and stormwater charges are combined and sent out on the first day of the following month.

Water

For Single Family Residential Customers, the water rate is determined by the size of the water meter plus water consumption. Water consumption is measured in volume based on one hundred cubic feet.

Meter size	Base Monthly Charge	Lifeline Discount
5/8" and 3/4"	\$35.63	50% = (\$17.82)
1"	\$45.05	50% = (\$22.53)
1 1/2"	\$48.59	
2"	\$84.80	
3"	\$102.89	
4"	\$193.22	
6"	\$499.96	

*For Multiple Residential Customers, such as manufactured home parks, apartments or other multi-family residential structures connected to a single meter, as well Commercial Customers with multiple units with a single water meter, each permitted unit will be charged a base monthly charge. Along with this monthly charge, each unit will receive a full water consumption allotment.

Water Consumption	Rate per 100 cu. ft.	Lifeline Discount per cu. Ft.
0 – 600	\$2.76	50% = (\$1.38)
601 – 1,200	\$3.17	50% = (\$1.59)
Over 1,200	\$3.65	50% = (\$1.83)

Black Diamond Sewer

Sanitary Sewer Utility operates and maintains the City's sewer collection lines and pump stations.

Sewer Type	Base Monthly Charge	Lifeline Discount
Residential Sewer	\$25.00	50% = (\$12.50)
Commercial Sewer	\$25.00	(No Discount)

*For Multiple Residential Customers, such as manufactured home parks, apartments or other multi-family residential structures connected to a single meter, each permitted unit will be charged a base monthly charge. Commercial Customers will receive an additional \$11.50 per unit charge for multiple units attached to a single meter.

King County Sewer (Metro)

King County charges each agency a monthly amount for providing wastewater treatment. That amount is based on King County's monthly sewer rate and the number of customers served by the local agency. In turn, the local agencies pass along those charges to the residences, businesses and industries in their wastewater collection system.

Sewer Type	Monthly Charge	Lifeline Discount
King County	\$45.33	(No Discount)

*King County applies an additional \$45.33 flat charge to Residential customers for each additional dwelling unit, such as a mobile home or apartment unit. *King County applies an additional consumption charge to Commercial customers for all usage exceeding 750 cubic feet at \$7.53 per 100 cu. ft.

Stormwater

Stormwater rate will be billed monthly to each parcel of improved property within the City. The rate is based on service charges for the stormwater and surface water management utility. Some properties are billed directly through King County; while others are billed through the City of Black Diamond. If you do not see "Stormwater" on your utility bill, the charge is included in your property tax from King County, shown as "Surface Water".

	Monthly charge	Lifeline Discount
Single Family Residential Customers are 1 ERU	\$19.50 per ERU	50% = (\$9.75) per ERU
Multiple Residential Customers up to 4 ERUs	\$19.50 per ERU	50% = (\$9.75) per ERU*
Commercial and Multiple Residential Customers (above 4 ERUs) number of ERUs are based on actual impervious surface - (exempting gravel)		

*Lifeline Discounts for Multiple Residential Customers will be calculated on a case by case basis.

Other Charges

- Account Setup Fee: \$5.00
- Delinquency Notice: \$10.00
- Shut Off Notice plus Fee: \$45
- NSF Check Penalty: \$35.00

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION		
SUBJECT:	Agenda Date: December 19, 2019	AB19-077
Resolution declaring certain city property as surplus property	Mayor Carol Benson	
	City Administrator	
	City Attorney David Linehan	
	City Clerk – Brenda L. Martinez	
	Com Dev/Nat Res – Barb Kincaid	
	Finance – May Miller	
	MDRT/Ec Dev – Andy Williamson	
	Police – Chief Kiblinger	
	Public Works – Seth Boettcher	
Cost Impact (see also Fiscal Note): \$400.00	Court – Stephanie Metcalf	
Fund Source: --Surplus Fund	Facilities – Kevin Esping	X
Timeline: All surplus gone by end of January 2020	Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Two Councilmembers <input type="checkbox"/> Committee Chair <input type="checkbox"/> City Administrator	
Attachments: Resolution and Exhibit "A"		
<p>SUMMARY STATEMENT:</p> <p>As needed the City discontinues use of or has no need for certain property and it is turned over to the Facilities Coordinator to surplus it. With the authorization from the City council surplus items are available for sale either by sealed bid, online auction or other reasonable and allowable means.</p> <p>FISCAL NOTE (Finance Department): Any funds received from sales of surplus will be receipted to the appropriate department.</p> <p>COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: The Public Works Committee reviewed this at their meeting on December 10th and recommended moving forward to full council on December 19th.</p> <p>RECOMMENDED ACTION: MOTION to adopt Resolution No. 19-1330, declaring certain City property surplus to the needs of the City.</p>		
RECORD OF COUNCIL ACTION		
<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>
December 19, 2019		

RESOLUTION NO. 19-1330

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BLACK DIAMOND, KING COUNTY, WASHINGTON
DECLARING CERTAIN CITY PROPERTY SURPLUS TO
THE NEEDS OF THE CITY**

WHEREAS, the City desires to dispose of personal property surplus to the needs of the City; and

WHEREAS, such property has accumulated over time in various storage areas; and

WHEREAS, all such property has been cataloged with all departments having the opportunity to review the listing; and

WHEREAS, City Council must deem the property to be surplus and authorize its disposal;

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

Section 1. The listing of certain City property is hereby declared surplus to the needs of the City of Black Diamond, as attached hereto as Exhibit A.

Section 2. City Council authorizes staff to make items available for sale either by sealed bid, online auction or other reasonable and allowable means.

**PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND,
WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 19TH DAY OF
DECEMBER 2019**

CITY OF BLACK DIAMOND:

Carol Benson, Mayor

Attest:

Brenda L. Martinez, City Clerk

SURPLUS EXHIBIT "A"

<i>ITEM DESCRIPTION</i>	<i>SERIAL NUMBER</i>	<i>DEPT</i>	<i>STATUS</i>
10-SURE FIRE LASER PISTOL LIGHTS	662246	P.D.	Selling/Auction
1986 Ford Police Tacticle Truck	1FDKE30L2GHA50203	P.D.	Selling/Auction
2008 Dodge Charger	2B3LA43H98H255032	P.D.	Selling/Auction
2007 Dodge Charger	2B3LA43H27H818033	P.D.	Selling/Auction
Misc. Computer/I.T. Parts no value			Distroy/Donate

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION		
SUBJECT:	Agenda Date: December 19, 2019	AB19-078
Resolution to accept the completion of the Public Works Shop Fence Project	Mayor Carol Benson	
	City Administrator	
	City Attorney David Linehan	
	City Clerk – Brenda L. Martinez	
	Com Dev – Barb Kincaid	
	Finance – May Miller	
	MDRT/Ec Dev – Andy Williamson	
	Police – Chief Kiblinger	
Cost Impact (see also Fiscal Note): \$56,370.51	Public Works – Seth Boettcher	X
Fund Source: N/A	Court – Stephanie Metcalf	
Timeline: Acceptance December 2019		
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Two Councilmembers <input type="checkbox"/> Committee Chair <input type="checkbox"/> City Administrator		
Attachments: Resolution		
SUMMARY STATEMENT:		
<p>A Resolution accepting the Public Works Shop Fence Project. The New Shop Fence and Gate Repairs project consisted of a new fence around the Public Works Shop, replacement of the gate at the old sewer lagoon site, and gate and handrail fixes at the Swinging Bridge. The fence at the Public Works Shop will have gates at two entrances. This project has been completed to the satisfaction of the Public Works Department and they are recommending the acceptance of this project.</p> <p>FISCAL NOTE (Finance Department): This project was awarded to South Sound Fencing LLC in the amount of \$54,207.69. The City also authorized a \$5,500 contingency to cover any change orders. There were 2 change orders totaling \$4,180.00 and the project came out to \$56,370.51 total.</p>		
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION:		
This was reviewed by the Public Works Committee on December 10 th and they recommended moving to full council for approval		
RECOMMENDED ACTION: A MOTION to adopt Resolution 19-1331 accepting the completion of the Public Works Shop Fence Project		
RECORD OF COUNCIL ACTION		
<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>
December 19, 2019		

RESOLUTION NO. 19-1331

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BLACK DIAMOND, KING COUNTY, WASHINGTON
ACCEPTING THE COMPLETION OF THE PUBLIC WORKS
SHOP FENCE PROJECT**

WHEREAS, the New Shop Fence and Gate Repairs project consisted of a new fence around the Public Works Shop, replacement of the gate at the old sewer lagoon site, and gate and handrail fixes at the Swinging Bridge; and

WHEREAS, this project was awarded to South Sound Fencing LLC in the amount of \$54,207.69. The City also authorized a \$5,500 contingency to cover any change orders; and

WHEREAS, there were two change orders totaling \$4,180.00 and the project came out to \$56,370.51 total; and

WHEREAS, this project has been completed to the satisfaction of the Public Works Department and they are recommending the acceptance of this project;

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

Section 1. The City hereby accepts the Public Works Shop Fence project as complete and as set forth in that contract with South Sound Fencing LLC.

PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 19TH DAY OF DECEMBER 2019.

CITY OF BLACK DIAMOND:

Carol Benson, Mayor

Attest:

Brenda L. Martinez, City Clerk

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION		
SUBJECT: Resolution adopting the 2020 Stormwater Management Program (SWMP) Plan	Agenda Date: December 19, 2019 AB19-079	
	Mayor Carol Benson	
	City Administrator	
	City Attorney David Linehan	
	City Clerk – Brenda L. Martinez	
	Com Dev/Nat Res –	
	Finance – May Miller	
	MDRT/Ec Dev – Andy Williamson	
	Police – Chief Kiblinger	
	Public Works – Seth Boettcher	X
Cost Impact (see also Fiscal Note): \$0	Court – Stephanie Metcalf	
Fund Source: --		
Timeline: 2020		
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Two Councilmembers <input type="checkbox"/> Committee Chair <input type="checkbox"/> City Administrator		
Attachments: Resolution, Draft 2019 Stormwater Management Program Plan		
SUMMARY STATEMENT: The City is required by the Department of Ecology to update its Stormwater Management Program (SWMP) Plan. This SWMP Plan shows how the City is currently meeting the Department of Ecology’s requirements in the National Pollutant Discharge Elimination System (NPDES) Permit, as well as shows future requirements of this Permit. The SWMP Plan is updated annually. The City received comments from one person during the public hearing and discussed in the Public Works Committee meeting on December 10 th . It was determined to not add comments to the SWMP Plan. FISCAL NOTE (Finance Department): This is an update to a plan. Future costs are unknown at this time.		
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: Public Works Committee reviewed December 10 th , 2019 and recommended moving to full council for approval. There was a Public Hearing on this on September 19 th and a work session on December 12 th .		
RECOMMENDED ACTION: MOTION to adopt Resolution 19-1332 approving the 2020 Stormwater Management Program Plan		

RECORD OF COUNCIL ACTION		
<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>
December 19, 2019		

RESOLUTION NO. 19-1332

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BLACK DIAMOND, KING COUNTY, WASHINGTON
ADOPTING THE STORMWATER MANAGEMENT
PROGRAM (SWMP) PLAN 2020 UPDATE**

WHEREAS, City staff prepared the Stormwater Management Program (SWMP) Plan update for 2020; and

WHEREAS, the City is required to update the SWMP Plan annually by the Western Washington Phase II National Pollutant Discharge Elimination System (NPDES) Permit issued by the State of Washington Department of Ecology; and

WHEREAS, the purpose of the SWMP Plan is to detail actions that the city is currently taking and will need to take to maintain compliance with the conditions of the NPDES Permit, and to reduce the discharge of pollutants from the City's municipal separate storm sewer system to the maximum extent practicable; and

WHEREAS, the City Council held a public hearing on December 5th, 2019 to take public comment on the SWMP Plan;

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

Section 1. The City Council hereby adopts the Stormwater Management Program Plan 2019 update.

PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 19TH DAY OF DECEMBER 2019.

CITY OF BLACK DIAMOND:

Carol Benson, Mayor

Attest:

Brenda L. Martinez, City Clerk

2020 SWMP Plan

Summary of Significant Changes

Section 1 - Introduction

-Added 3 categories of for permit compliance (now 9, previously 6)

Section 2 – Monitoring, Reporting, and Assessment

-Only minor changes – very minimal impact on staff time/resources

Section 3 – Stormwater Planning (new section)

-Before August 1, 2020, the City needs to convene an inter-disciplinary team to inform and assist in the development, progress, and influence of the Stormwater Management Program.

-Probably a team consisting of reps from Public Works, Planning, and MDRT

-Report on how stormwater management needs are (or are not) influencing planning updates and policies (comp plan, ordinances, policies with developers, businesses, etc.).

-Update from the 2013-2019 Permit cycle by March 31, 2021

-Update from the 2019-2024 Permit cycle by January 1, 2023

-Develop a Stormwater Management Action Plan (SMAP) for one priority basin within the City. Several steps are involved:

-Complete a receiving water assessment by March 31, 2022. Assessment includes an inventory of the watershed, description of receiving waters and contributing areas. Need to select receiving waters to include and map delineating basins.

-Need to list and rank prioritized receiving waters by June 30, 2022 and document how the ranking process was determined. A high priority basin will need to be selected at this point.

-Complete the SMAP for one priority catchment area by March 31, 2023. SMAP will need to detail the retrofits needed for the area, land management/development strategies identified in the area for water quality management, targeted or customized implementation of stormwater management actions (e.g. IDDE field screening, O&M inspections, public education and outreach), identify needed changes to long-range plans (if needed), a proposed schedule of short term (within 6 years) and long term (within 7-20 years) actions, and provide feedback for future assessment of the process.

-SMAP is going to require a lot of time and effort, and probably the assistance of a consultant.

Section 4 – Public Education and Outreach

-Evaluate effectiveness of ongoing behavior change program from 2013-2018 Permit by July 1, 2020 (online survey).

-Social marketing campaign (City will be required to utilize social marketing).

-Determine a target audience (e.g. businesses, students, etc.).

-Campaign needs to be developed by February 1, 2021.

-Begin implementing the social marketing campaign by April 1, 2021.

-Evaluate the social marketing campaign by March 31, 2024

Section 5 – Public Involvement and Participation

-Only big change requires public involvement in the development of the SMAP (Section 3).

Section 6 – MS4 Mapping and Documentation

-Mapping of the Municipal Separate Storm Sewer System (MS4) used to be in the Illicit Discharge Section (Section 7).

-No major changes. The data the City currently has is being refined, as needed. Some time will need to be dedicated in order to keep improving the data that we have.

Section 7 – Illicit Discharge Detection and Elimination

-No major changes. There are some procedural changes for illicit discharge tracking and reporting, and we will need to compare our current protocols for investigation with Ecology's new recommended manual for investigating illicit connections and illicit discharges.

Section 8 – Controlling Runoff from New Development, Redevelopment, and Construction Sites

-Need to adopt the new Stormwater Manual by June 30, 2022 to implement updated Best Management Practices (BMPs) and updated Low Impact Development (LID) criteria.

-Need to make sure our code gives us the right authority to inspect and enforce stormwater maintenance standards for private facilities by June 30, 2022. It is likely that we have this authority already in the code, but we will make sure it is still compatible with the new Permit requirements.

Section 9 – Operations and Maintenance

-Update the maintenance standards to be in line with the new Stormwater Manual by June 30, 2022. This will involve a comparison of the City's drafted standards and the updated standards in the Manual. We had to update the standards as part of our previous Permit.

-While we are still required to annually inspect private stormwater facilities physically connected to the City's stormwater system, we need to make sure we are keeping inspection records in one location, and records of inspections, enforcement actions, warning letters, etc. are kept. Not too much of a change and there aren't many private facilities connected to the City's system. We need to verify Code aligns with these requirements.

-Required to document the practices, policies, and procedures to reduce stormwater impacts from lands owned or operated by the City (property, right-of-way, parks, PW shop, etc.) by December 31, 2022. Basically, we need to establish/update standard operating procedures for activities such as pipe cleaning, ditch maintenance, snow and ice control, and others (15 items total) and make sure we are addressing the reduction of stormwater impacts, where feasible.

-Other changes in this section are minimal.

Section 10 – Source Control for Existing Development (new section)

Ecology has been pushing for this section for a while. It will require the City to look at all businesses, schools, industrial areas that may have pollutant generating sources (such as a parking lot). This includes businesses, such as PCC and the auto-wrecking yard, that have their own NPDES Permit from Ecology. This section transfers the inspection and enforcement responsibility from Ecology to the City.

Requirements:

- Applies to sites that discharge to the City's stormwater system (such as flowing from a parking lot into a City-owned catch basin).
- Adopt an ordinance requiring BMPs that meet the criteria outlined in the Permit by August 1, 2022. We will need to adopt the BMPs outlined in the 2019 Stormwater Manual. We will have to determine if this portion will be covered by how we adopt the manual in Section 8, or if we'll need to add a new section to the code.
- Establish an inventory of applicable sites by August 1, 2022.
- Start an inspection program for these applicable sites by January 1, 2023.
 - Need to inspect 20% of the sites annually.
 - Need to provide education materials to the sites.
 - City has to enforce implementation of BMPs at sites, including sites covered by their own NPDES Permit.
 - Staff performing these inspections need to be trained.

CITY OF BLACK DIAMOND
STORMWATER MANAGEMENT PROGRAM
PLAN (SWMP PLAN)

2020 UPDATE



PREPARED BY
Public Works Department
CITY OF BLACK DIAMOND
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LIST OF ACRONYMS AND ABBREVIATIONS

AKART	All Known and Reasonable Treatment
BMP	Best Management Practices
CESCL	Certified Erosion and Sediment Control Lead
DOE	Department of Ecology
GIS	Geographic Information Systems
IDDE	Illicit Discharge Detection and Elimination
LID	Low Impact Development
MPD	Master Planned Development
MS4	Municipal Separate Storm Sewer System
NPDES	National Pollutant Discharge Elimination System
O&M	Operations and Maintenance
SAM	Stormwater Action Monitoring
SMAP	Stormwater Management Action Plan
SWMMWW	Stormwater Management Manual for Western Washington
SWMP	Stormwater Management Program
SWPPP	Stormwater Pollution Prevention Plan
TMDL	Total Maximum Daily Load

THIS PLAN IS BASED ON THE REQUIREMENTS OUTLINED IN THE WESTERN WASHINGTON PHASE II MUNICIPAL STORMWATER PERMIT. MUCH OF THE LANGUAGE INCLUDED IN THIS DOCUMENT DESCRIBING PERMIT REQUIREMENTS HAS BEEN TAKEN DIRECTLY FROM THIS PERMIT AND HAS BEEN SUMMARIZED FOR EASE OF THE READER.

FOR COMPLETE REQUIREMENTS AND DETAILS, PLEASE REFER TO SECTION S5.C OF THE WESTERN WASHINGTON PHASE II MUNICIPAL STORMWATER PERMIT FROM THE DEPARTMENT OF ECOLOGY.

SECTION 1 – INTRODUCTION

1.1 INTRODUCTION

This document constitutes the City of Black Diamond's Stormwater Management Program (SWMP) Plan as required under Condition S5 of the Western Washington Phase II Municipal Stormwater Permit (the Permit). In addition to the City's permit, the SWMP includes the Total Maximum Daily Load (TMDL) requirements on Lake Sawyer as published in the TMDL document 09-10-053.

The purpose of the SWMP Plan is to detail actions that the City of Black Diamond has taken and will take to maintain compliance with conditions in the permit. This SWMP Plan will be an attachment to the *Annual Report Form for Cities, Towns, and Counties* which is required to be submitted to the Department of Ecology (DOE) by March 31 of each year.

The City's SWMP is intended to reduce the discharge of pollutants from the City's Municipal Separate Storm Sewer System (MS4) to the Maximum Extent Practicable, meet Washington State's All Known and Reasonable Treatment (AKART) requirements, and protect water quality. This goal is accomplished by the inclusion of all Permit SWMP components, minimum measures, and implementation schedules into the City's SWMP.

In compliance with Permit requirements, where the City is already implementing actions or activities called for in this document, the City will continue those actions or activities regardless of the schedule called for in this document. The City will adapt these actions or implement new activities as required by Permit deadlines and as City staff measures the effectiveness of current actions or activities.

The City is active in all 9 areas of permit activity including:

- Monitoring the MS4 and reporting to DOE
- Stormwater planning
- Public education and outreach
- Public involvement and participation
- MS4 mapping and documentation
- Illicit Discharge Detection and Elimination (IDDE)

- Controlling runoff from new development, redevelopment and construction sites
- Operations and maintenance (O&M)
- Source Control Program for Existing Development

SECTION 2 –MONITORING, REPORTING AND ASSESSMENT

2.1 PERMIT REQUIREMENTS AND DATES

Section S5.A, S8, and S9 of the Western Washington Phase II Municipal Stormwater Permit requires the City to develop, monitor, and report the City's SWMP. The SWMP shall be designed to reduce the discharge of pollutants from the City's MS4 to the maximum extent practicable and to protect water quality. The monitoring, reporting and assessment requirement helps keep the City on track with Best Management Practices (BMPs) to reduce the discharge of pollutants to stormwater. Specific dates are outlined below:

- Submit a one-time payment of \$717 into a collective fund to implement regional small streams and marine nearshore areas status and trends monitoring in Puget Sound. Payment is due by December 1, 2019 (completed September 2019).
- Notify DOE in writing the City's decision whether or not to participate in contributing to a collective fund to implement regional receiving water status and trends monitoring, at an annual cost of \$717, by December 1, 2019 (completed October 16, 2019). Participation in this monitoring meets City requirements for regional status and trends monitoring. Annual payments will begin August 15, 2020.
- Submit a one-time payment of \$1,310 into a collective fund to implement effectiveness studies and source identification studies. Payment is due by December 1, 2019 (completed September 2019).
- Notify DOE in writing the City's decision whether or not to participate in contributing to a collective fund to implement Stormwater Action Monitoring (SAM) effectiveness and source identification studies, at an annual cost of \$1,310, by December 1, 2019 (completed October 16, 2019). Participation in this collective fund meets City requirements for effectiveness and source identification studies. Annual payments will begin August 15, 2020.

2.2 CURRENT ACTIVITIES

The current city activities associated with Monitoring and reporting include:

- Submit the online *Annual Report Form for Cities, Towns, and Counties* which is intended to summarize the City's compliance with the conditions of the Permit. The annual report shall be submitted by March 31 of each calendar year covering the previous calendar year.
- Prepare written documentation of the SWMP and update at least annually for submittal with the City's annual reports to DOE.

- Include with the annual report, notification of any annexations, incorporations, or jurisdictional boundary changes resulting in an increase or decrease in the City's geographic area of permit coverage during the reporting period.
- Track the number of inspections, follow-up actions as a result of inspections, official enforcement actions and types of public education activities for inclusion in the City's annual reports to DOE.
- Track the cost or estimated cost of development and implementation of the SWMP.
- Coordinate, as necessary, with other entities covered under a municipal stormwater National Pollutant Discharge Elimination System (NPDES) permit to encourage coordinated stormwater-related policies, programs and projects within adjoining or shared areas.
- The Development Agreement for the major Master Planned Developments requires extensive water quality monitoring by the developer before, during and after construction; including a yearly review by the Water Quality Review Committee.
- The City is contributing to the collective fund to implement regional receiving water status and trends monitoring.
- The City is contributing to the collective fund to implement SAM effectiveness and source identification studies.

2.3 PLANNED ACTIVITIES

The City will continue with the current monitoring and reporting activities in 2020. The City will pay into the collective funds for regional receiving water status and trends monitoring, and for SAM effectiveness and source identification studies.

SECTION 3 –STORMWATER PLANNING

3.1 PERMIT REQUIREMENTS AND DATES

Section S5.C.1 of the Western Washington Phase II Municipal Stormwater Permit requires the City to implement a Stormwater Planning program to inform and assist in the development of policies and strategies as water quality management tools to protect aquatic resources. Specific program components and dates are outlined below:

- Continue to require Low Impact Development (LID) Principles and LID BMPs when updating, revising, and developing new local development-related codes, rules, standards, or other enforceable documents, as needed.
- Convene an inter-disciplinary team to inform and assist in the development, progress, and influence of this program no later than August 1, 2020.
- Report on how stormwater management needs and protection/improvement of receiving water health are (or are not) informing the planning update processes and influencing policies and implementation strategies in their jurisdiction in relation to long-range plan updates. Reports shall describe the water quality and watershed protection policies, strategies, codes, and other measures intended to protect and improve local receiving water health through planning, or taking into account stormwater management needs or limitations.
 - Describe how anticipated stormwater impacts on water quality were addressed, if at all, during the 2013-2019 permit term in updates to the Comprehensive Plan and in other locally initiated or state-mandated, long-range land use plans that are used to accommodate growth or transportation in the annual report due March 31, 2021.
 - Submit a report responding describing how anticipated stormwater impacts on water quality were addressed, if at all, during the current 2019-2024 permit cycle in updates to the Comprehensive Plan and in other locally initiated or state-mandated, long-range land use plans that are used to accommodate growth or transportation no later than January 1, 2023.
- Continue to require LID principles and LID BMPs when updating, revising, and developing new local development-related codes, rules, standards, or other enforceable documents, as needed, in order to minimize impervious surfaces, native vegetation loss, and stormwater runoff in all types of development.
 - Annually assess and document any newly identified administrative or regulatory barriers to implementation of LID principles or LID BMPs and measures developed to address the barriers. The report shall also describe mechanisms developed to encourage or require implementation of LID principles or LID BMPs.

- Develop a Stormwater Management Action Plan (SMAP) for at least one priority catchment within the City in accordance with Section S5.C.1.d.
 - Document any existing information related to local receiving waters and contributing area conditions to identify receiving waters that are most likely to benefit from stormwater management planning.
 - Submit a watershed inventory and include a brief description of the relative conditions of the receiving waters and the contributing areas, the findings of the stormwater management influence assessment for each basin, and indicate which receiving waters will be prioritized for the implementation of stormwater facility retrofits no later than March 31, 2022.
 - Develop and implement a prioritization method and process to determine which receiving waters will receive the most benefit from implementation of stormwater facility retrofits, tailored implementation of SWMP actions, and other land/development management actions and document the prioritized and ranked list no later than June 30, 2022.
 - Develop a SMAP for at least one high priority catchment area no later than March 31, 2023.

3.2 CURRENT ACTIVITIES

The City is continuing to assess if there are any administrative or regulatory barriers in implementation of LID principles or LID BMPs.

3.3 PLANNED ACTIVITIES

The City will continually assess, and report annually, any newly identified administrative or regulatory barriers to implementation of LID principles or LID BMPs and measures to address the barriers.

City staff will look at options for assessing local receiving waters and contributing area conditions for development of a SMAP. Staff will look at the workload this effort will take to complete in house and determine if this effort will require the assistance of a consultant. Staff will also look for grant funding to help with the costs of completing these assessments and reports.

SECTION 4 –PUBLIC EDUCATION AND OUTREACH

4.1 PERMIT REQUIREMENTS AND DATES

Section S5.C.2 of the Western Washington Phase II Municipal Stormwater Permit requires the City to include an education and outreach program designed to build general awareness about methods to address and reduce impacts from stormwater runoff, effect behavior change to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts, and create stewardship opportunities that encourage community engagement and participation in addressing the impacts from stormwater runoff. The City must meet the following deadlines:

- Conduct an evaluation of the effectiveness of the ongoing behavior change program required in the 2013-2018 Permit no later than July 1, 2020, unless a new target audience and BMP behavior change campaign will be utilized for social marketing.
- Develop a social marketing campaign tailored to the community, including development of a program evaluation plan no later than February 1, 2021.
- Begin implementing the social marketing campaign and strategy no later than April 1, 2021.
- Evaluate and report on the changes in understanding and adoption of targeted behaviors resulting from the implementation of the strategy, and any planned or recommended changes to the campaign in order to be more effective, along with a description of strategies and process to achieve the results, no later than March 31, 2024.

4.2 CURRENT ACTIVITIES

The City has educated the public through stormwater articles in the city newsletter, posting educational materials on the City website, handing out materials at City sponsored events, workshops to train City staff and elected officials, and meeting with businesses and owners of private stormwater systems. The current City activities associated with Public Education and Outreach include:

- Educating the public about the need of the stormwater utility and the collaborative effort needed from everyone in the City to improve stormwater quality within the City.
- Training, on an as-needed basis, for City employees regarding illicit discharges.
- Meeting, as-needed, with businesses and the general public about the hazards associated with illicit discharges and improper disposal of waste.
- Distribute illicit discharge information to target audiences through individual meetings.

- Continue to track and maintain records of public education and outreach activities.
- The City is utilizing feedback received from the previous education survey to determine how to educate the public regarding stormwater.
- In cooperation with the Lake Sawyer Park Foundation, educational signs on the importance of water quality were posted in the Lake Sawyer Regional Park.

4.3 PLANNED ACTIVITIES

The City has the following goals for continued Permit compliance in public education and outreach:

- City staff will continue to utilize feedback received from previous survey results on education efforts and will continue to evaluate the understanding of target behaviors.
- Either conduct a survey on behavior change efforts or select a new target audience and/or BMP behavior change campaign driven by social marketing.
- Educate the general public (including overburdened communities or school age children) and/or businesses (including home-based or mobile businesses) on:
 - General impacts of stormwater on surface waters including impacts from impervious surfaces.
 - LID principles and LID BMPs.
 - The City will provide education on the City's website and articles in the City newsletter as staff time and opportunity allows.
- Encourage behavior change from the general public and/or businesses providing education on the City's website and articles in the City newsletter to address at least one of the BMPs outlined below:
 - Use of storage of pesticides, fertilizers, and/or other household chemicals.
 - Use and storage of automotive chemicals, hazardous cleaning supplies, carwash soaps and/or other hazardous materials.
 - Prevention of illicit discharges.
 - Yard care techniques protective of water quality.
 - Carpet cleaning.
 - Repair and maintenance BMPs for vehicles, equipment and/or home/buildings.
 - Pet waste management and disposal.
 - LID principles and LID BMPs.
 - Stormwater facility maintenance, including LID facilities.
 - Dumpster and trash compactor maintenance.
 - Litter and debris prevention.
 - Sediment and erosion control.

SECTION 5 – PUBLIC INVOLVEMENT AND PARTICIPATION

5.1 PERMIT REQUIREMENTS AND DATES

Section S5.C.3 of the Western Washington Phase II Municipal Stormwater Permit requires the City to provide ongoing opportunities for public involvement and participation. The City will comply with applicable state and local public notice requirements in developing elements of the SWMP and SMAP. The annual report and updated SWMP Plan are required to be published on the City’s website by May 31 of each year.

5.2 CURRENT ACTIVITIES

The current compliance activities associated with public involvement and participation include:

- The City has posted the SWMP Plan and annual report on the City website (click on “Public Works”, then “Stormwater”).
- Provide opportunities for public involvement in the review of the stormwater comprehensive plan updates, SWMP Plan updates, changes to the stormwater utility charges, or other stormwater codes or similar environmental policies at the early consideration stages at the Public Works Committee level.
- Provide opportunities for public involvement and comment in the consideration of the SWMP Plan by holding a public hearing prior to implementation.
- Review the SWMP Plan with the Public Works Committee and receive public comments in a public hearing prior to implementation.
- Make the SWMP Plan, the annual report, and all other submittals required by the Phase II Permit, available to the public.
- Post the updated SWMP Plan and the annual report on the City’s website.

5.3 PLANNED ACTIVITIES

The City will continue with the public involvement and participation activities each year for the SWMP Plan and will continue to make the annual report available for public review by posting it on the City website.

The City will provide opportunities for public involvement in development and finalization of the SMAP through at least one public hearing.

The City has “No Dumping” stencils that can be made available to volunteers for marking around catch basins. City staff will look at options for soliciting help from community volunteers to assist with these markings.

SECTION 6 –MS4 MAPPING AND DOCUMENTATION

6.1 PERMIT REQUIREMENTS AND DATES

Section S5.C.4 of the Western Washington Phase II Municipal Stormwater Permit requires the City to an ongoing program for mapping and documenting the MS4. Specific program components are outlined below:

- Maintain mapping data for the features listed below:
 - Known MS4 outfalls and known MS4 discharge points.
 - Receiving waters, other than groundwater.
 - Stormwater treatment and flow control BMPs/facilities owned or operated by the City.
 - Tributary conveyances to all known outfalls with a 24-inch nominal diameter or larger, or an equivalent cross-sectional area for non-pipe systems, mapping the following features and/or attributes:
 - Tributary conveyance type, material, and size where known.
 - Associated drainage areas.
 - Land use.
 - All connections to the MS4 authorized or allowed by the Permittee after February 16, 2007.
 - Connections between the MS4 and other municipalities or public entities.
 - Geographic areas served by the MS4 that do not discharge stormwater to surface waters.
- The City shall make appropriate mapping updates by the following deadlines:
 - Collect size and material data for all known MS4 outfalls during normal course of business and update records, as necessary, before January 1, 2020.
 - Complete mapping of all known connections from the MS4 to privately owned stormwater systems by August 1, 2023.
- Upon request, make all maps available to DOE.
- Upon request, and to the extent appropriate, provide mapping information available to federally-recognized Indian Tribes, municipalities, and other permittees at a reasonable cost.

6.2 CURRENT ACTIVITIES

The City currently implements activities and programs that meet Permit requirements. The current compliance activities associated with the above Permit requirements include:

- Continue to make updates to stormwater features in Geographic Information Systems (GIS) software as new information becomes available.

6.3 PLANNED ACTIVITIES

The City will continue with updates to MS4 mapping in GIS. Specifically, the City will verify and update information for all known outfalls during field screenings, inspections, and/or maintenance. The City will also make sure all private connections are known, documented, and mapped, and future private connections to the City's MS4 will be documented and mapped.

SECTION 7 – ILLICIT DISCHARGE DETECTION AND ELIMINATION

7.1 PERMIT REQUIREMENTS AND DATES

Section S5.C.5 of the Western Washington Phase II Municipal Stormwater Permit requires the City to maintain an ongoing program designed to prevent, detect, characterize, trace and eliminate illicit connections and illicit discharges into the MS4. Specific program components are outlined below:

- Include procedures for reporting and correcting or removing illicit connections, spills, and other illicit discharges when they are suspected or identified. Illicit connections and illicit discharges must be identified through (but not limited to) field screening, inspections, complaints/reports, construction inspections, maintenance inspections, source control inspections, and/or monitoring information, as appropriate.
- Informing public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste.
- Enforce ordinance 18-1099, which effectively prohibits non-stormwater, illicit discharges into the City's MS4 to the maximum extent allowable under state and federal law. Ordinance 18-1099 addresses:
 - Allowable discharges (as outlined in S5.C.5.c.i of the NPDES Permit).
 - Conditionally allowable discharges (as outlined in S5.C.5.c.ii of the NPDES Permit).
 - Any category of allowable or conditionally allowable discharges if the discharges are identified as significant sources of pollutants to waters of the State.
 - Escalating enforcement procedures and actions for repeat offenders.
- Implement an ongoing program designed to detect and identify non-stormwater discharges and illicit connections into the City's MS4. The program shall include:
 - Procedures for conducting investigations, including field screening and methods for identifying potential sources (which may also include source control inspections), implementing a field screening methodology appropriate to the characteristics of the MS4 and water quality concerns. Screening for illicit connections may be conducted using: *Illicit Connection and Illicit Discharge Field Screening and Source Tracing Guidance Manual* (Herrera Environmental Consultants, Inc.; May 2013), or another methodology of comparable or improved effectiveness. The City shall document the field screening methodology in the annual report. The City shall complete field screening for an average of 12% of the MS4 each year. Tracking began August 1, 2019.
 - A publicly listed and publicized hotline or telephone number for public reporting of spills and other illicit discharges. Upon discussions with first

responders, it was determined that the public should call 911 to report a spill or other illicit discharge. Responding fire and/or police will contact Public Works for assistance and reporting. Public Works can still be contacted for non-emergencies (360-851-4446 during business hours; 360-851-4517 for emergencies after hours).

- An ongoing training program on the identification of an illicit discharge and/or connection, and on the proper procedures for reporting and responding to the illicit discharge and/or connection, for all municipal field staff, who, as part of their normal job responsibilities, might come into contact with or otherwise observe an illicit discharge and/or illicit connection to the MS4. Follow-up training shall be provided as needed. City shall document and maintain records of the trainings provided and the staff trained.
- Implement an ongoing program designed to address illicit discharges, including spills and illicit connections, into the MS4. The program shall include:
 - Procedures for characterizing the nature of, and potential public or environmental threat posed by, any illicit discharges found or reported to the City. Procedures shall address the evaluation of whether the discharge must be immediately contained and steps to be taken for the containment of the discharge.
 - Procedures for tracing the source of an illicit discharge; including visual inspections, and when necessary, opening manholes, using mobile cameras, collecting and analyzing water samples, and/or other detailed inspection procedures.
 - Procedures for eliminating the discharge; including notification of appropriate authorities; notification of the property owner; technical assistance; follow-up inspections; and implementation and use of the compliance strategy mentioned above, including escalating enforcement and legal actions if the discharge is not eliminated.
 - The City must meet the following timelines and be responsible for the following actions:
 - Immediately respond to all illicit discharges, including spills, which are determined to constitute a threat to human health, welfare, or the environment by taking appropriate action to correct or minimize the threat to human health, welfare, and/or the environment; notifying DOE and other appropriate spill response authorities within 24 hours of learning about the illicit discharge or spill; and immediately report spills or discharges of oils or hazardous substances to DOE and the Washington Emergency Management Division.
 - Investigate (or refer to the appropriate agency with the authority to act) within 7 days any complaints, reports, or monitoring information that indicates a potential illicit discharge.
 - Initiate an investigation within 21 days of any report or discovery of a suspected illicit connection to determine the source of the connection,

the nature and volume of discharge through the connection, and the party responsible for the connection.

- Upon confirmation of an illicit connection, use the compliance strategy in a documented effort to eliminate the illicit connection within 6 months. All known illicit connections to the MS4 shall be eliminated.
- Track and maintain records of illicit discharges, spills, and illicit connections, including those that were found by, reported to, or investigated by the City. Data shall be submitted annually in the Annual Report following the instructions, timeline, and format found in Appendix 12 of the Permit.

7.2 CURRENT ACTIVITIES

The City currently implements activities and programs that meet Permit requirements. The current compliance activities associated with the above Permit requirements include:

- Through Ordinance 18-1099, city staff has the ability to intervene and stop illicit discharges, to get involved to educate those that pollute unknowingly and follow up with additional enforcement actions not complying with corrective actions.
- City staff responsible for identification, investigation, termination, cleanup, and reporting of illicit discharges, including spills and illicit connections, shall be trained to conduct these activities. Follow-up training shall be provided as needed to address changes in procedures, techniques, requirements or staffing. The training provided and staff trained shall be documented. Six Public Works staff members received IDDE training on November 15, 2018.
- Continue to respond to reported illicit discharge reports and documenting the actions taken to eliminate them.
- Continue to follow up on hotline illicit discharge tips.
- Implement the City IDDE program to detect and stop illicit discharges to the City's MS4 by:
 - Characterizing the nature of illicit discharges
 - Tracing the source
 - Removing the source
 - Educating those responsible
 - Enforcing the City's code to stop illicit discharges

7.3 PLANNED ACTIVITIES

The City will field screen a minimum of 12% of the City's outfalls and discharge points for illicit connections to meet the requirement of screening 12% of all outfalls each year.

The City will provide training to new Public Works staff for IDDE.

SECTION 8 – CONTROLLING RUNOFF FROM NEW DEVELOPMENT, REDEVELOPMENT AND CONSTRUCTION SITES

8.1 PERMIT REQUIREMENTS AND DATES

Section S5.C.6 of the Western Washington Phase II Municipal Stormwater Permit requires the City to implement and enforce a program to reduce pollutants in stormwater runoff to the City's MS4 from new development, redevelopment and construction site activities, which applies to private and public development, including transportation projects. Specific program components are outlined below.

- The City will implement an ordinance or other enforceable mechanism that addresses runoff from new development, redevelopment, and construction site projects no later than June 30, 2022. This program will apply to all applications (projects with a complete project description, site plan, and, if applicable, a SEPA checklist) on or after July 1, 2022, prior to January 1, 2017 that have not started construction by January 1, 2022, and those between January 1, 2022 and July 1, 2022 that have not started construction by July 1, 2027..
 - In order to comply with new requirements regarding site planning requirements; BMP selection criteria; BMP design criteria; BMP infeasibility criteria; LID competing needs criteria; and BMP limitations, the City should adopt the DOE 2019 Stormwater Management Manual for Western Washington (the 2019 SWMMWW). Adoption and implementation of the 2019 SWMMWW will meet the requirements of the Permit. The mechanism to meet these requirements shall be in place by June 30, 2022.
 - The City shall have the legal authority in place by June 30, 2022, through the approval process for new development and redevelopment, to inspect and enforce maintenance standards for private stormwater facilities that discharge to the City's MS4.

8.2 CURRENT ACTIVITIES

The City code currently implements the activities and programs to meet Permit requirements. The current compliance activities associated with the above Permit requirements include:

- The City conducts construction and stormwater site inspections during the pre-construction and construction phases.

- The City has implemented a permitting process with plan review, inspection and enforcement capability for both private and public projects. This program applies to all sites as determined by Section 3 of Appendix 1 of the Permit.
- The City reviews stormwater site plans for proposed development activities.
- The City inspects, prior to clearing and construction, all known development sites that have a high potential for sediment transport.
- The City inspects all known permitted development sites during construction to verify proper installation and maintenance of required erosion and sediment controls. The City will enforce as necessary based on the inspection.
- The City inspects all permitted development sites upon completion of construction and prior to final approval or occupancy to ensure proper installation of permanent stormwater controls such as stormwater facilities and structural BMPs. Also, the City will verify a maintenance plan is completed and responsibility for maintenance is assigned. Enforcements will be made, as necessary, based on the inspection.
- The City must perform at least 80% of required inspections in order to achieve Permit compliance. Staff schedules all inspections through the City's PermitTrax software and records of inspections are maintained in PermitTrax by inspectors. Routine inspections not set in PermitTrax will be tracked separately by Public Works maintenance staff.
- Inspections of all permanent stormwater treatment and flow control BMPs/facilities and catch basins in new residential developments every six months until 90% of the lots are constructed (or when construction is stopped and the site fully stabilized) to identify maintenance needs and enforce compliance with maintenance standards as needed.
- The City implements an enforcement strategy to respond to issues of non-compliance.
- The City ensures that all staff responsible for implementing the program to control stormwater runoff from new development, redevelopment, and construction sites, including permitting, plan review, construction site inspections, and enforcement, are trained to conduct these activities. The City has three Certified Erosion and Sediment Control Leads (CESCL) on staff and two Certified Stormwater Inspectors trained by the NPDES National Stormwater Center.
- Links for DOE's "Notice of Intent for Construction Activity" and "Notice of Intent for Industrial Activity" are available to representatives of proposed new development and redevelopment on the City's website.
- In addition to the above requirements and with the TMDL for phosphorus on Lake Sawyer, City staff (and/or King County, and/or citizen volunteers) continues to take water quality samples at Lake Sawyer. The schedule for meeting goals in the TMDL called for testing that would end in 2014, but the City has continued with the testing.
- The City used the 2005 SWMMWW and the Lake Sawyer TMDL in the Development Agreement for the major Master Planned Developments (MPDs) in Black Diamond.

8.3 PLANNED ACTIVITIES

The City has a program to help reduce stormwater runoff from new development and construction sites. The City will review and implement the 2019 SWMMWW to maintain compliance by June 30, 2022. The City will continue to:

- Update and implementing process codes, fees and standards as necessary and as identified needs arise.
- Determine staff training needs and develop training strategies as updates to Permit requirements are implemented by DOE.
- Conduct testing on Lake Sawyer.

SECTION 9 – OPERATIONS AND MAINTENANCE

9.1 PERMIT REQUIREMENTS AND DATES

Section S5.C.7 of the Western Washington Phase II Municipal Stormwater Permit requires the City to implement and document a program to regulate maintenance activities and to conduct maintenance activities that prevent or reduce stormwater impacts. Specific program components are outlined below.

- Establish maintenance standards that are as protective, or more protective, of facility function than those specified in the 2019 SWMMWW by June 30, 2022. The purpose of the maintenance standard is to determine if maintenance is required and is not a measure of the facility's required condition at all times between inspections.
- Program to verify adequate long-term O&M of stormwater facilities regulated by the City. Verification shall be established by records of inspections and enforcement actions by City staff. Program components include:
 - Ordinance or other enforceable mechanism in place that clearly identifies the party responsible for maintenance; requires inspections of facilities, and establishes enforcement procedures.
 - Annual inspections of all stormwater treatment and flow control BMPs/facilities that discharge to the MS4 and were permitted by the City. The inspection frequency may be reduced if documentation from actual inspections shows a reduced frequency may be used according to Section S.5.C.7.b.i(b) of the Permit. The City must achieve at least 80% of required inspections.
- Annual inspection of all municipally owned or operated stormwater treatment and flow control facilities and taking appropriate maintenance actions. Inspection frequency may be reduced as outlined in Section S5.C.7.c.i of the Permit.
- Spot checks of potentially damaged treatment and flow control BMPs/facilities after major storm events (10 year storm).
- Inspection of all catch basins and inlets owned or operated by the City every two years. A reduced frequency in inspections can be permitted based on documentation in accordance with Section S5.C.7.c.iii(a) of the Permit.
- Implement practices, policies and procedures to reduce stormwater impacts associated with runoff from all lands owned or maintained by the City, including but not limited to: streets, parking lots, roads, highways, buildings, parks, open space, road right-of-way, maintenance yards, and stormwater treatment and flow control BMPs/facilities. Documentation of these practices, policies, and

procedures shall be completed no later than December 31, 2022. Activities to be addressed include pipe cleaning; cleaning of culverts that convey stormwater in ditch systems; ditch maintenance; street cleaning; road repair and resurfacing (including pavement grinding); snow and ice control; utility installation; pavement striping maintenance; maintenance of roadside areas (including vegetation management); dust control; application of fertilizers, pesticides, and herbicides according to the instructions for their use (including reducing nutrients and pesticides using alternatives that minimize environmental impacts); sediment and erosion control; landscape maintenance and vegetation disposal; trash and pet waste management; and building exterior cleaning and maintenance.

- Implement an on-going training program for City staff whose construction, operations or maintenance job functions may impact stormwater quality. Records of training shall be kept and shall include dates, activities or course descriptions, and names and positions of staff in attendance.
- Continue to implement a Stormwater Pollution Prevention Plan (SWPPP) for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the City (the Public Works Shop). SWPPPs shall be updated no later than December 31, 2022. The SWPPP shall include components outlined in S5.C.7.f.i-v.
- Keep records of inspections and maintenance or repair activities.

9.2 CURRENT ACTIVITIES

The City currently has activities and programs that meet Permit requirements. The current compliance activities associated with the above Permit requirements include:

- The City has a program for maintaining and inspecting catch basins with the most recent inspections and maintenance occurring in the summer of 2019 (302 cleaned and inspected).
- The City has completed a site assessment of City facilities, including the fire station, the police station, the public works facility, and the water reservoir and pump station.
- The City inspects City owned stormwater treatment facilities and has adapted inspections and inspection criteria as identified in the 2014 SWMMWW.
- The City has trained employees whose construction, operations or maintenance job functions may impact stormwater quality in the implementation of BMPs that will reduce or eliminate pollution from entering the MS4 from City facilities or operations.
- The City has established maintenance standards that are as protective as those specified in the 2014 SWMMWW.

- The City is reviewing the maintenance standards specified in the 2019 SWMMWW.
- The City performs maintenance within required timeframes when an inspection identifies an exceedance of the maintenance standard. For each exceedance of the required timeframe, the City will document the circumstances and how they were beyond the City's control.
- The City annually inspects all municipally owned or operated permanent stormwater treatment and flow control facilities and maintains facilities according to the adopted maintenance standards.
- The City performs maintenance on City ponds and BMPs within required timeframes when an inspection identifies a maintenance standard has been exceeded. If the City does not perform maintenance within the required timeframe, the City will document the circumstances and how they were beyond their control, and will submit documentation to DOE.
- After major storm events (classified as a 10-year storm), the City conducts spot checks of potentially damaged stormwater facilities.
- The City implements practices to reduce stormwater impacts associated with runoff from streets, parking lots, roads or highways owned or maintained by the City, and road maintenance activities conducted by the City.
- Procedures are in place to reduce pollutants in discharges from all lands owned or maintained by the City and subject to this Permit, including but not limited to: parks, open space, road right-of-way, maintenance yards, and stormwater treatment and flow control facilities. Procedures include:
 - Proper application of fertilizer, pesticides, and herbicides
 - Sediment and erosion control (the City has three CESCLs on staff)
 - Proper landscape maintenance and vegetation disposal
 - Proper trash management
 - Proper maintenance and cleaning of City buildings
- City employees, whose construction, operations or maintenance job functions may impact stormwater quality, receive training on an as-needed basis.
- SWPPPs are in place for all heavy equipment maintenance or storage yards, and material storage facilities owned or operated by the City in areas subject to this Permit that are not required to have coverage under the Industrial Stormwater General Permit. The latest update to the SWPPP for the Public Works Maintenance Facility was completed in November, 2019.
- Tracking and documentation methods, along with procedures associated with inspection, maintenance or repair activities, are being utilized by City staff.
- The washing of City vehicles and large equipment is performed at the City's equipment washing facility at the City's maintenance site. Staff

using the facility is trained prior to use in accordance with standard operating procedures for the facility.

9.3 PLANNED ACTIVITIES

The City will continue with current activities to prevent pollution from municipal maintenance operations.

- The City tries to sweep arterial and collector streets at least twice per year as budgets and schedules allow.
- Street waste is disposed of according to BMPs.
 - The City utilizes guidance from the 2014 SWMMWW to determine how to handle stockpiled sweepings, will refer to Appendix IV-B of the 2019 SWMMWW, and will utilize Appendix 6 of the Permit.
 - Clean soil and compost materials will be mixed and reused in the City, where needed, and in accordance with BMPs.
- The City will clean all catch basins at least once every two years. As part of catch basin cleaning, the City will inspect each catch basin to check for deficiencies that may prevent catch basins from functioning properly.
- Continue to review the 2019 SWMMWW and prepare for adoption before June 30, 2022.
- Prepare documentation of practices, policies, and procedures to reduce stormwater impacts associated with runoff prior to December 31, 2022.

SECTION 10 –SOURCE CONTROL FOR EXISTING DEVELOPMENT

10.1 PERMIT REQUIREMENTS AND DATES

Section S5.C.8 of the Western Washington Phase II Municipal Stormwater Permit requires the City to implement a program to prevent and reduce pollutants in runoff from areas that discharge to the City's MS4. Specific program components and dates are outlined below:

- Apply operational source control BMPs, and if necessary, structural source control BMPs or treatment BMPs/facilities, or both, to pollution generating sources associated with existing land use activities.
- Inspections of pollutant generating sources at publicly and privately owned institutional, commercial, and industrial sites to enforce implementation of required BMPs to control pollution discharging into the MS4.
- Application and enforcement of local ordinances at sites located within the City that meet the criteria of Appendix 8 of the Permit as well as home-based businesses and multi-family sites.
 - Practices must also be implemented to reduce polluted runoff from the application of pesticides, herbicides, and fertilizers at these sites.
- Adopt or make effective an ordinance, or other enforceable documents, requiring the application of source control BMPs for pollutant generating sources associated with land uses within the City that meet the criteria of Appendix 8 of the Permit no later than August 1, 2022. This requirement is met by using the source control BMPs in the 2019 SWMMWW.
- Establish an inventory that identifies publicly and privately owned institutional, commercial, and industrial sites which have the potential to generate pollutants no later than August 1, 2022. This includes sites within the City that meet the criteria of Appendix 8 of the Permit and other pollutant generating sources, such as home-based businesses and multi-family sites.
- Implement an inspection program for identified sites in the City that meet the criteria of Appendix 8 of the Permit, no later than January 1, 2023.
 - Identified sites shall be provided education about activities that may generate pollutants and the source control requirements applicable to those activities.
 - Complete inspections for at least 20% of identified sites annually. Sites can be inspected more than once and follow-up compliance inspections in following years can count towards the 20%

- requirement. It is not a requirement to inspect 100% of identified sites over a five-year period.
- Complete inspections for 100% of sites identified through credible complaints received by the City.
 - Attempted inspections where entry is denied by the property owner count towards the total.
 - Implement a progressive enforcement policy that requires sites to comply with stormwater requirements no later than January 1, 2023. Compliance with regulations shall follow the following steps:
 - If, after a reasonable amount of time, a site has failed to adequately implement required BMPs, the City shall take appropriate follow-up action(s), which may include phone calls, reminder letters, emails, or follow-up inspections.
 - If, after a reasonable amount of time, a site has failed to adequately implement required BMPs following follow-up action(s), the City shall take enforcement action as allowed through the City Code or ordinances, or through the judicial system.
 - The City shall maintain records, including documentation of each site visit, inspection reports, warning letters, notices of violation, and other enforcement records, demonstrating the City's efforts to bring sites into compliance. Records shall also be maintained for sites in which the City was denied entry for inspection.
 - Non-emergency violations of local ordinances can be referred to DOE, provided that the City has made a documented effort of progressive enforcement.
 - Staff responsible for implementing the source control program shall be trained to conduct these activities. Follow-up trainings shall be provided, as necessary. Training shall cover the legal authority for source control, source control BMPs and their proper application, inspection protocols, lessons learned, typical cases, and enforcement procedures. The City shall document and maintain records of the training provided and the staff trained.

10.2 CURRENT ACTIVITIES

The City currently inspects private properties with stormwater facilities that discharge directly to the City's MS4 and looks at BMPs that are currently in place in relation to the connection point. The has an inventory in its PermitTrax system showing the businesses that are within the City. With this information, City staff will be able to determine which sites would be subject to this program and the applicable BMPs for those sites.

10.3 PLANNED ACTIVITIES

The City will look at how current adopted rules and regulations measure up to the BMPs outlined in Volume IV of the 2019 SWMMWW and how those might apply to existing sites within the City. The City will first analyze which sites in the City meet the criteria in Appendix 8 of the Permit and will investigate which BMPs will apply to those specific sites, and which BMPs are currently in place at those sites. The City will look into DOE's role with investigations on properties within the City that have their own NPDES Permit from DOE.

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION		
SUBJECT:	Agenda Date: December 19, 2019	AB19-080
Resolution, Grant Agreement with the Washington State Transportation Improvement Board (TIB) for the 2" asphalt overlay on 232nd Avenue and 2" asphalt overlay on 312th Street	Mayor Carol Benson	
	City Administrator	
	City Attorney David Linehan	
	City Clerk – Brenda L. Martinez	
	Com Dev – Barb Kincaid	
	Finance – May Miller	
	MDRT/Ec Dev – Andy Williamson	
	Police – Chief Kiblinger	
	Public Works – Seth Boettcher	X
Cost Impact (see also Fiscal Note): \$140,101 revenue	Court – Stephanie Metcalf	
Fund Source: TIB Grant		
Timeline: 2020		
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Two Councilmembers <input type="checkbox"/> Committee Chair <input type="checkbox"/> City Administrator		
Attachments: Resolution, Award Letter, Grant Agreement		
<p>SUMMARY STATEMENT: Public Works staff applied for and was selected for a Small City Preservation Program (SCPP) grant from the Washington State Transportation Improvement Board (TIB). This project will include 2" asphalt overlay on 232nd Avenue SE between SE 288th Street and SE 293rd Street. Work will include some dig outs in a couple locations with sunken asphalt.</p> <p>This project will also include a 2" asphalt overlay on SE 312th Street between 224th Avenue SE and the end of the road. Work includes dig outs in select locations to prepare the road for an overlay.</p> <p>Once this grant agreement is executed, the City may begin incurring reimbursable expenses for this project. City labor is also reimbursable for this project. The City has already completed design work for this project.</p> <p>FISCAL NOTE (Finance Department): The grant award is for \$140,101. The City has a match requirement of 15% of the total project cost and has added 15% contingency for a total project budget of \$189,600 (approximately \$49,499 from previous REET II funds set aside for Grant Matching funds).</p>		
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: The Public Works Committee reviewed on December 10, 2019 and recommended moving to full council for approval. The Finance Committee will review this at their December 12, 2019 meeting.		

RECOMMENDED ACTION: MOTION to adopt Resolution 19-1333, authorizing the Mayor to execute an agreement for the 2" asphalt overlay on 232nd Avenue and 2" asphalt overlay on 312th Street

RECORD OF COUNCIL ACTION

<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>
December 19, 2019		

RESOLUTION NO. 19-1333

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, KING COUNTY, WASHINGTON AUTHORIZING THE MAYOR TO EXECUTE A GRANT AGREEMENT WITH THE WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD FOR THE 232ND AVENUE AND 312TH STREET ASPHALT PATCH PROJECT

WHEREAS, the City's grant application for the Transportation Improvement Board Small City Preservation Program was selected for \$140,101 for the 232nd Avenue SE and 312th Street asphalt patching; and

WHEREAS, the City has the funds to complete this project; and

WHEREAS, a grant agreement with the Washington State Transportation Improvement Board is required to establish the terms of funding for the 232nd Avenue and 312th Street Asphalt Patching Project;

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

Section 1. The City Council hereby accepts grant funding from the Washington State Transportation Improvement Board in the amount of \$140,101 to fund the 232nd Avenue and 312th Street Asphalt Patching Project;

Section 2. The Mayor is hereby authorized to execute the grant agreement with the Washington State Transportation Improvement Board for the 232nd Avenue and 312th Street Asphalt Patching Project; substantially in the form attached hereto.

PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 19TH DAY OF DECEMBER 2019.

CITY OF BLACK DIAMOND:

Carol Benson, Mayor

Attest:

Brenda L. Martinez, City Clerk



Washington State Transportation Improvement Board

November 22, 2019

TIB Members

Chair
Mayor Glenn Johnson
City of Pullman

Vice Chair
Commissioner Richard Stevens
Grant County

Amy Asher
RiverCities Transit

Alyssa Ball
Office of Financial Management

Aaron Butters, P.E.
HW Lochner Inc.

Barbara Chamberlain
WSDOT

Elizabeth Chamberlain
City of Walla Walla

Mike Dahlem P.E.
City of Sumner

Sue Dreier
Pierce Transit

John Klekotka, P.E.
Port of Everett

Commissioner Robert Koch
Franklin County

John Koster
County Road Administration Board

Colleen Kuhn
Human Services Council

Mark Kulaas
Douglas County

Mayor Ron Lucas
Town of Steilacoom

Mick Matheson, P.E.
City of Mukilteo

David Ramsay
Feet First

Steve Roark, P.E.
WSDOT

Councilmember Mike Todd
City of Mill Creek

Jennifer Walker
Thurston County

Mr. Seth Boettcher, P.E.
Public Works Director
City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010-0599

Dear Mr. *Seth* Boettcher:

Congratulations! We are pleased to announce the selection of your project, FY 2021 Overlay Project, Multiple Locations, TIB project number 2-P-800(008)-1.

Total TIB funds for this project are \$140,101.

Before any work is allowed on this project, you must:

- Verify the information on the Project Funding Status Form, revise if necessary, and sign;
- Sign both copies of the Fuel Tax Grant Distribution Agreement; and
- Return the above items to TIB;

You may only incur reimbursable expenses after you receive approval from TIB.

In accordance with RCW 47.26.084, you must certify full funding by November 22, 2020 or the grant may be terminated. Grants may also be rescinded due to unreasonable project delay as described in WAC 479-05-211.

If you have questions, please contact Greg Armstrong, TIB Project Engineer, at (360) 586-1142 or e-mail GregA@TIB.wa.gov.

Sincerely,

Ashley Probart
Executive Director

Enclosures

Ashley Probart
Executive Director

P.O. Box 40901
Olympia, WA 98504-0901
Phone: 360-586-1140
Fax: 360-586-1165
www.tib.wa.gov

Small City Preservation Program (SCPP)

Approved Segment Listing

FY 2021 Overlay Program

BLACK DIAMOND

Street	Termini	Pavement Length	Pavement Width
232nd Ave SE	SE 288th St to SE 293rd St	1,535 feet	23 feet
SE 312th St	224th Ave SE to End of Road	1,720 feet	20 feet



City of Black Diamond
2-P-800(008)-1
FY 2021 Overlay Project
Multiple Locations

STATE OF WASHINGTON
TRANSPORTATION IMPROVEMENT BOARD
AND
City of Black Diamond
AGREEMENT

THIS GRANT AGREEMENT (hereinafter "Agreement") for the FY 2021 Overlay Project, Multiple Locations (hereinafter "Project") is entered into by the WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (hereinafter "TIB") and City of Black Diamond, a political subdivision of the State of Washington (hereinafter "RECIPIENT").

1.0 PURPOSE

TIB hereby grants funds in the amount of \$140,101 for the project specified above, pursuant to terms contained in the RECIPIENT'S Grant Application, supporting documentation, chapter 47.26 RCW, title 479 WAC, and the terms and conditions listed below.

2.0 SCOPE AND BUDGET

The Project Scope and Budget are initially described in RECIPIENT'S Grant Application and incorporated by reference into this Agreement. Scope and Budget will be further developed and refined, but not substantially altered during the Design, Bid Authorization and Construction Phases. Any material alterations to the original Project Scope or Budget as initially described in the Grant Application must be authorized by TIB in advance by written amendment.

3.0 PROJECT DOCUMENTATION

TIB requires RECIPIENT to make reasonable progress and submit timely Project documentation as applicable throughout the Project. Upon RECIPIENT'S submission of each Project document to TIB, the terms contained in the document will be incorporated by reference into the Agreement. Required documents include, but are not limited to the following:

- a) Project Funding Status Form
- b) Bid Authorization Form with plans and engineers estimate
- c) Award Updated Cost Estimate
- d) Bid Tabulations
- e) Contract Completion Updated Cost Estimate with final summary of quantities
- f) Project Accounting History

4.0 BILLING AND PAYMENT

The local agency shall submit progress billings as project costs are incurred to enable TIB to maintain accurate budgeting and fund management. Payment requests may be submitted as often as the RECIPIENT deems necessary, but shall be submitted at least quarterly if billable



amounts are greater than \$50,000. If progress billings are not submitted, large payments may be delayed or scheduled in a payment plan.

5.0 TERM OF AGREEMENT

This Agreement shall be effective upon execution by TIB and shall continue through closeout of the grant or until terminated as provided herein, but shall not exceed 10 years unless amended by the Parties.

6.0 AMENDMENTS

This Agreement may be amended by mutual agreement of the Parties. Such amendments shall not be binding unless they are in writing and signed by persons authorized to bind each of the Parties.

7.0 ASSIGNMENT

The RECIPIENT shall not assign or transfer its rights, benefits, or obligations under this Agreement without the prior written consent of TIB. The RECIPIENT is deemed to consent to assignment of this Agreement by TIB to a successor entity. Such consent shall not constitute a waiver of the RECIPIENT's other rights under this Agreement.

8.0 GOVERNANCE & VENUE

This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9.0 DEFAULT AND TERMINATION

9.1 NON-COMPLIANCE

- a) In the event TIB determines, in its sole discretion, the RECIPIENT has failed to comply with the terms and conditions of this Agreement, TIB shall notify the RECIPIENT, in writing, of the non-compliance.
- b) In response to the notice, RECIPIENT shall provide a written response within 10 business days of receipt of TIB's notice of non-compliance, which should include either a detailed plan to correct the non-compliance, a request to amend the Project, or a denial accompanied by supporting details.
- c) TIB will provide 30 days for RECIPIENT to make reasonable progress toward compliance pursuant to its plan to correct or implement its amendment to the Project.
- d) Should RECIPIENT dispute non-compliance, TIB will investigate the dispute and may withhold further payments or prohibit the RECIPIENT from incurring additional reimbursable costs during the investigation.

9.2 DEFAULT

RECIPIENT may be considered in default if TIB determines, in its sole discretion, that:



- a) RECIPIENT is not making reasonable progress toward correction and compliance.
- b) TIB denies the RECIPIENT's request to amend the Project.
- c) After investigation TIB confirms RECIPIENT'S non-compliance.

TIB reserves the right to order RECIPIENT to immediately stop work on the Project and TIB may stop Project payments until the requested corrections have been made or the Agreement has been terminated.

9.3 TERMINATION

- a) In the event of default by the RECIPIENT as determined pursuant to Section 9.2, TIB shall serve RECIPIENT with a written notice of termination of this Agreement, which shall be served in person, by email or by certified letter. Upon service of notice of termination, the RECIPIENT shall immediately stop work and/or take such action as may be directed by TIB.
- b) In the event of default and/or termination by either PARTY, the RECIPIENT may be liable for damages as authorized by law including, but not limited to, repayment of grant funds.
- c) The rights and remedies of TIB provided in the AGREEMENT are not exclusive and are in addition to any other rights and remedies provided by law.

9.4 TERMINATION FOR NECESSITY

TIB may, with ten (10) days written notice, terminate this Agreement, in whole or in part, because funds are no longer available for the purpose of meeting TIB's obligations. If this Agreement is so terminated, TIB shall be liable only for payment required under this Agreement for performance rendered or costs incurred prior to the effective date of termination.

10.0 USE OF TIB GRANT FUNDS

TIB grant funds come from Motor Vehicle Fuel Tax revenue. Any use of these funds for anything other than highway or roadway system improvements is prohibited and shall subject the RECIPIENT to the terms, conditions and remedies set forth in Section 9. If Right of Way is purchased using TIB funds, and some or all of the Right of Way is subsequently sold, proceeds from the sale must be deposited into the RECIPIENT's motor vehicle fund and used for a motor vehicle purpose.

11.0 INCREASE OR DECREASE IN TIB GRANT FUNDS

At Bid Award and Contract Completion, RECIPIENT may request an increase in the TIB funds for the specific project. Requests must be made in writing and will be considered by TIB and awarded at the sole discretion of TIB. All increase requests must be made pursuant to WAC 479-05-202 and/or WAC 479-01-060. If an increase is denied, the recipient shall be liable for costs incurred in excess of the grant amount. In the event that final costs related to the specific project are less than the initial grant award, TIB funds will be decreased and/or refunded to TIB in a manner that maintains the original ratio between TIB funds and total project costs.



12.0 INDEPENDENT CAPACITY

The RECIPIENT shall be deemed an independent contractor for all purposes and the employees of the RECIPIENT or any of its contractors, subcontractors, and employees thereof shall not in any manner be deemed employees of TIB.

13.0 INDEMNIFICATION AND HOLD HARMLESS

The PARTIES agree to the following:

Each of the PARTIES, shall protect, defend, indemnify, and save harmless the other PARTY, its officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgment, and/or awards of damages, arising out of, or in any way resulting from, that PARTY's own negligent acts or omissions which may arise in connection with its performance under this Agreement. No PARTY will be required to indemnify, defend, or save harmless the other PARTY if the claim, suit, or action for injuries, death, or damages is caused by the sole negligence of the other PARTY. Where such claims, suits, or actions result from the concurrent negligence of the PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of a PARTY's own negligence. Each of the PARTIES agrees that its obligations under this subparagraph extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each of the PARTIES, by mutual negotiation, hereby waives, with respect to the other PARTY only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provision of Title 51 RCW. In any action to enforce the provisions of the Section, the prevailing PARTY shall be entitled to recover its reasonable attorney's fees and costs incurred from the other PARTY. The obligations of this Section shall survive termination of this Agreement.

14.0 DISPUTE RESOLUTION

- a) The PARTIES shall make good faith efforts to quickly and collaboratively resolve any dispute arising under or in connection with this AGREEMENT. The dispute resolution process outlined in this Section applies to disputes arising under or in connection with the terms of this AGREEMENT.
- b) Informal Resolution. The PARTIES shall use their best efforts to resolve disputes promptly and at the lowest organizational level.
- c) In the event that the PARTIES are unable to resolve the dispute, the PARTIES shall submit the matter to non-binding mediation facilitated by a mutually agreed upon mediator. The PARTIES shall share equally in the cost of the mediator.
- d) Each PARTY agrees to compromise to the fullest extent possible in resolving the dispute in order to avoid delays or additional incurred cost to the Project.
- e) The PARTIES agree that they shall have no right to seek relief in a court of law until and unless the Dispute Resolution process has been exhausted.



15.0 ENTIRE AGREEMENT

This Agreement, together with the RECIPIENT'S Grant Application, the provisions of chapter 47.26 Revised Code of Washington, the provisions of title 479 Washington Administrative Code, and TIB Policies, constitutes the entire agreement between the PARTIES and supersedes all previous written or oral agreements between the PARTIES.

16.0 RECORDS MAINTENANCE

The RECIPIENT shall maintain books, records, documents, data and other evidence relating to this Agreement and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. RECIPIENT shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Agreement shall be subject at all reasonable times to inspection, review or audit by TIB personnel duly authorized by TIB, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

Approved as to Form
Attorney General

By:

Signature on file

Guy Bowman
Assistant Attorney General

Lead Agency

Transportation Improvement Board

Chief Executive Officer

Date

Executive Director

Date

Print Name

Print Name

CITY COUNCIL AGENDA BILL

City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010

ITEM INFORMATION		
SUBJECT:	Agenda Date: December 19, 2019	AB19-081
Resolution, Grant Agreement with the Washington State Transportation Improvement Board (TIB) for Lawson Street Chip Seal Project	Mayor Carol Benson	
	City Administrator	
	City Attorney David Linehan	
	City Clerk – Brenda L. Martinez	
	Com Dev – Barb Kincaid	
	Finance – May Miller	
	MDRT/Ec Dev – Andy Williamson	
	Police – Chief Kiblinger	
Cost Impact (see also Fiscal Note): \$103,084	Public Works – Seth Boettcher	X
Fund Source: TIB Grant	Court – Stephanie Metcalf	
Timeline: 2020		
Agenda Placement: <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Two Councilmembers <input type="checkbox"/> Committee Chair <input type="checkbox"/> City Administrator		
Attachments: Resolution, Award Letter, Grant Agreement		
<p>SUMMARY STATEMENT: Public Works staff applied for and was selected for a Small City Preservation Program (SCPP) grant from the Washington State Transportation Improvement Board (TIB). This project will include work on Lawson Street with some patching to prepare the roadway followed by a chip seal and fog seal.</p> <p>Once this grant agreement is executed, the City may begin incurring reimbursable expenses for this project. City labor is also reimbursable for this project. The City has already completed design work for this project.</p> <p>FISCAL NOTE (Finance Department): The grant award is for \$103,084. The City has a match requirement of 15% and has added a 15% contingency for a total budget of \$139,500 (approximately \$36,416 from previously set aside REET II funds for Grant Matching Funds).</p>		
COUNCIL COMMITTEE REVIEW AND RECOMMENDATION: The Public Works Committee reviewed on December 10 th and recommended moving to full council for approval. The Finance Committee will review this at their December 12, 2019 committee meeting.		
RECOMMENDED ACTION: MOTION to adopt Resolution 19-1334, authorizing the Mayor to execute an agreement for Lawson Street Grant Chip Seal Project.		

RECORD OF COUNCIL ACTION

<i>Meeting Date</i>	<i>Action</i>	<i>Vote</i>
December 19, 2019		

RESOLUTION NO. 19-1334

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BLACK DIAMOND, KING COUNTY, WASHINGTON
AUTHORIZING THE MAYOR TO EXECUTE A GRANT
AGREEMENT WITH THE WASHINGTON STATE
TRANSPORTATION IMPROVEMENT BOARD FOR THE
LAWSON STREET CHIP SEAL PROJECT**

WHEREAS, the City's grant application for the Transportation Improvement Board Small City Preservation Program was selected for \$103,084 for the Lawson Street Chip Seal Project; and

WHEREAS, the City has the funds to complete this project; and

WHEREAS, a grant agreement with the Washington State Transportation Improvement Board is required to establish the terms of funding for the Lawson Street Chip Seal Project;

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

Section 1. The City Council hereby accepts grant funding from the Washington State Transportation Improvement Board in the amount of \$103,084 to fund the Lawson Street Chip Seal Project;

Section 2. The Mayor is hereby authorized to execute the grant agreement with the Washington State Transportation Improvement Board for the Lawson Street Chip Seal Project; substantially in the form attached hereto.

PASSED BY THE CITY COUNCIL OF THE CITY OF BLACK DIAMOND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 19TH DAY OF DECEMBER 2019.

CITY OF BLACK DIAMOND:

Carol Benson, Mayor

Attest:

Brenda L. Martinez, City Clerk



Washington State Transportation Improvement Board



November 22, 2019

TIB Members

Chair
Mayor Glenn Johnson
City of Pullman

Vice Chair
Commissioner Richard Stevens
Grant County

Amy Asher
RiverCities Transit

Alyssa Ball
Office of Financial Management

Aaron Butters, P.E.
HW Lochner Inc.

Barbara Chamberlain
WSDOT

Elizabeth Chamberlain
City of Walla Walla

Mike Dahlem P.E.
City of Sumner

Sue Dreier
Pierce Transit

John Klekotka, P.E.
Port of Everett

Commissioner Robert Koch
Franklin County

John Koster
County Road Administration Board

Colleen Kuhn
Human Services Council

Mark Kulaas
Douglas County

Mayor Ron Lucas
Town of Steilacoom

Mick Matheson, P.E.
City of Mukilteo

David Ramsay
Feet First

Steve Roark, P.E.
WSDOT

Councilmember Mike Todd
City of Mill Creek

Jennifer Walker
Thurston County

Mr. Seth Boettcher, P.E.
Public Works Director
City of Black Diamond
Post Office Box 599
Black Diamond, WA 98010-0599

Dear Mr. ^{Seth}Boettcher:

Congratulations! We are pleased to announce the selection of your project, FY 2021 Seal Coat Project, Multiple Locations, TIB project number 2-P-800(009)-1.

Total TIB funds for this project are \$103,084.

Before any work is allowed on this project, you must:

- Verify the information on the Project Funding Status Form, revise if necessary, and sign;
- Sign both copies of the Fuel Tax Grant Distribution Agreement; and
- Return the above items to TIB;

You may only incur reimbursable expenses after you receive approval from TIB.

In accordance with RCW 47.26.084, you must certify full funding by November 22, 2020 or the grant may be terminated. Grants may also be rescinded due to unreasonable project delay as described in WAC 479-05-211.

If you have questions, please contact Greg Armstrong, TIB Project Engineer, at (360) 586-1142 or e-mail GregA@TIB.wa.gov.

Sincerely,

Ashley Probart
Executive Director

Enclosures

Ashley Probart
Executive Director

P.O. Box 40901
Olympia, WA 98504-0901
Phone: 360-586-1140
Fax: 360-586-1165
www.tib.wa.gov

Small City Preservation Program (SCPP)

Approved Segment Listing

FY 2021 Seal Coat Program

BLACK DIAMOND

Street	Termini	Pavement Length	Pavement Width
Lawson Street	Newcastle Dr to Green River Gorge	3,525 feet	22 feet



City of Black Diamond
2-P-800(009)-1
FY 2021 Seal Coat Project
Multiple Locations

STATE OF WASHINGTON
TRANSPORTATION IMPROVEMENT BOARD
AND
City of Black Diamond
AGREEMENT

THIS GRANT AGREEMENT (hereinafter "Agreement") for the FY 2021 Seal Coat Project, Multiple Locations (hereinafter "Project") is entered into by the WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (hereinafter "TIB") and City of Black Diamond, a political subdivision of the State of Washington (hereinafter "RECIPIENT").

1.0 PURPOSE

TIB hereby grants funds in the amount of \$103,084 for the project specified above, pursuant to terms contained in the RECIPIENT'S Grant Application, supporting documentation, chapter 47.26 RCW, title 479 WAC, and the terms and conditions listed below.

2.0 SCOPE AND BUDGET

The Project Scope and Budget are initially described in RECIPIENT'S Grant Application and incorporated by reference into this Agreement. Scope and Budget will be further developed and refined, but not substantially altered during the Design, Bid Authorization and Construction Phases. Any material alterations to the original Project Scope or Budget as initially described in the Grant Application must be authorized by TIB in advance by written amendment.

3.0 PROJECT DOCUMENTATION

TIB requires RECIPIENT to make reasonable progress and submit timely Project documentation as applicable throughout the Project. Upon RECIPIENT'S submission of each Project document to TIB, the terms contained in the document will be incorporated by reference into the Agreement. Required documents include, but are not limited to the following:

- a) Project Funding Status Form
- b) Bid Authorization Form with plans and engineers estimate
- c) Award Updated Cost Estimate
- d) Bid Tabulations
- e) Contract Completion Updated Cost Estimate with final summary of quantities
- f) Project Accounting History

4.0 BILLING AND PAYMENT

The local agency shall submit progress billings as project costs are incurred to enable TIB to maintain accurate budgeting and fund management. Payment requests may be submitted as often as the RECIPIENT deems necessary, but shall be submitted at least quarterly if billable



amounts are greater than \$50,000. If progress billings are not submitted, large payments may be delayed or scheduled in a payment plan.

5.0 TERM OF AGREEMENT

This Agreement shall be effective upon execution by TIB and shall continue through closeout of the grant or until terminated as provided herein, but shall not exceed 10 years unless amended by the Parties.

6.0 AMENDMENTS

This Agreement may be amended by mutual agreement of the Parties. Such amendments shall not be binding unless they are in writing and signed by persons authorized to bind each of the Parties.

7.0 ASSIGNMENT

The RECIPIENT shall not assign or transfer its rights, benefits, or obligations under this Agreement without the prior written consent of TIB. The RECIPIENT is deemed to consent to assignment of this Agreement by TIB to a successor entity. Such consent shall not constitute a waiver of the RECIPIENT's other rights under this Agreement.

8.0 GOVERNANCE & VENUE

This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9.0 DEFAULT AND TERMINATION

9.1 NON-COMPLIANCE

- a) In the event TIB determines, in its sole discretion, the RECIPIENT has failed to comply with the terms and conditions of this Agreement, TIB shall notify the RECIPIENT, in writing, of the non-compliance.
- b) In response to the notice, RECIPIENT shall provide a written response within 10 business days of receipt of TIB's notice of non-compliance, which should include either a detailed plan to correct the non-compliance, a request to amend the Project, or a denial accompanied by supporting details.
- c) TIB will provide 30 days for RECIPIENT to make reasonable progress toward compliance pursuant to its plan to correct or implement its amendment to the Project.
- d) Should RECIPIENT dispute non-compliance, TIB will investigate the dispute and may withhold further payments or prohibit the RECIPIENT from incurring additional reimbursable costs during the investigation.

9.2 DEFAULT

RECIPIENT may be considered in default if TIB determines, in its sole discretion, that:



- a) RECIPIENT is not making reasonable progress toward correction and compliance.
- b) TIB denies the RECIPIENT's request to amend the Project.
- c) After investigation TIB confirms RECIPIENT'S non-compliance.

TIB reserves the right to order RECIPIENT to immediately stop work on the Project and TIB may stop Project payments until the requested corrections have been made or the Agreement has been terminated.

9.3 TERMINATION

- a) In the event of default by the RECIPIENT as determined pursuant to Section 9.2, TIB shall serve RECIPIENT with a written notice of termination of this Agreement, which shall be served in person, by email or by certified letter. Upon service of notice of termination, the RECIPIENT shall immediately stop work and/or take such action as may be directed by TIB.
- b) In the event of default and/or termination by either PARTY, the RECIPIENT may be liable for damages as authorized by law including, but not limited to, repayment of grant funds.
- c) The rights and remedies of TIB provided in the AGREEMENT are not exclusive and are in addition to any other rights and remedies provided by law.

9.4 TERMINATION FOR NECESSITY

TIB may, with ten (10) days written notice, terminate this Agreement, in whole or in part, because funds are no longer available for the purpose of meeting TIB's obligations. If this Agreement is so terminated, TIB shall be liable only for payment required under this Agreement for performance rendered or costs incurred prior to the effective date of termination.

10.0 USE OF TIB GRANT FUNDS

TIB grant funds come from Motor Vehicle Fuel Tax revenue. Any use of these funds for anything other than highway or roadway system improvements is prohibited and shall subject the RECIPIENT to the terms, conditions and remedies set forth in Section 9. If Right of Way is purchased using TIB funds, and some or all of the Right of Way is subsequently sold, proceeds from the sale must be deposited into the RECIPIENT's motor vehicle fund and used for a motor vehicle purpose.

11.0 INCREASE OR DECREASE IN TIB GRANT FUNDS

At Bid Award and Contract Completion, RECIPIENT may request an increase in the TIB funds for the specific project. Requests must be made in writing and will be considered by TIB and awarded at the sole discretion of TIB. All increase requests must be made pursuant to WAC 479-05-202 and/or WAC 479-01-060. If an increase is denied, the recipient shall be liable for costs incurred in excess of the grant amount. In the event that final costs related to the specific project are less than the initial grant award, TIB funds will be decreased and/or refunded to TIB in a manner that maintains the original ratio between TIB funds and total project costs.



12.0 INDEPENDENT CAPACITY

The RECIPIENT shall be deemed an independent contractor for all purposes and the employees of the RECIPIENT or any of its contractors, subcontractors, and employees thereof shall not in any manner be deemed employees of TIB.

13.0 INDEMNIFICATION AND HOLD HARMLESS

The PARTIES agree to the following:

Each of the PARTIES, shall protect, defend, indemnify, and save harmless the other PARTY, its officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgment, and/or awards of damages, arising out of, or in any way resulting from, that PARTY's own negligent acts or omissions which may arise in connection with its performance under this Agreement. No PARTY will be required to indemnify, defend, or save harmless the other PARTY if the claim, suit, or action for injuries, death, or damages is caused by the sole negligence of the other PARTY. Where such claims, suits, or actions result from the concurrent negligence of the PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of a PARTY's own negligence. Each of the PARTIES agrees that its obligations under this subparagraph extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each of the PARTIES, by mutual negotiation, hereby waives, with respect to the other PARTY only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provision of Title 51 RCW. In any action to enforce the provisions of the Section, the prevailing PARTY shall be entitled to recover its reasonable attorney's fees and costs incurred from the other PARTY. The obligations of this Section shall survive termination of this Agreement.

14.0 DISPUTE RESOLUTION

- a) The PARTIES shall make good faith efforts to quickly and collaboratively resolve any dispute arising under or in connection with this AGREEMENT. The dispute resolution process outlined in this Section applies to disputes arising under or in connection with the terms of this AGREEMENT.
- b) Informal Resolution. The PARTIES shall use their best efforts to resolve disputes promptly and at the lowest organizational level.
- c) In the event that the PARTIES are unable to resolve the dispute, the PARTIES shall submit the matter to non-binding mediation facilitated by a mutually agreed upon mediator. The PARTIES shall share equally in the cost of the mediator.
- d) Each PARTY agrees to compromise to the fullest extent possible in resolving the dispute in order to avoid delays or additional incurred cost to the Project.
- e) The PARTIES agree that they shall have no right to seek relief in a court of law until and unless the Dispute Resolution process has been exhausted.



15.0 ENTIRE AGREEMENT

This Agreement, together with the RECIPIENT'S Grant Application, the provisions of chapter 47.26 Revised Code of Washington, the provisions of title 479 Washington Administrative Code, and TIB Policies, constitutes the entire agreement between the PARTIES and supersedes all previous written or oral agreements between the PARTIES.

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Attorney General

By:

Signature on file

Guy Bowman
Assistant Attorney General

Lead Agency

Transportation Improvement Board

Chief Executive Officer Date

Executive Director Date

Print Name

Print Name